



STATEMENT REGARDING PREVIOUS MOTOR VEHICLE RETAIL INSTALLMENT TRANSACTIONS

Entity Name or Sole Proprietor Name _____

Assumed Name/DBA (leave blank if you are not applying with a DBA) _____

ALL QUESTIONS BELOW MUST BE ANSWERED (For term definitions visit: [MVSF Reference Guide](#) or [TX Admin Code 84](#))

1. Has the applicant made any retail installment contracts before submitting this application or through todays date?
YES _____ NO _____ (initial YES or NO)
2. Has the applicant sold vehicles for multiple payments before submitting this application or through todays date?
YES _____ NO _____ (initial YES or NO)
3. Has the applicant assigned, transferred, purchased, acquired or received any retail installment contracts before submitting this application or through todays date?
YES _____ NO _____ (initial YES or NO)
4. Has the applicant collected on any retail installment contracts or collected the price of a vehicle in multiple payments before submitting this application or through todays date?
YES _____ NO _____ (initial YES or NO)
5. Has the applicant placed any liens on titles before submitting this application or through todays date?
YES _____ NO _____ (initial YES or NO)

If you answered "yes" to any of the questions above, provide the following:

- A. The date when the first contract was made, assigned, transferred, purchased, acquired or otherwise received: _____
- B. Number of contracts financed since the date provided in (A): _____
- C. Submit a list/spreadsheet of all retail installment contracts made/list of all vehicles sold for multiple payments and a list of all account collected through the current date. At the minimum, the list should include: **1.** The Name of The Buyer **2.** Contract Date **3.** Vehicle Cash Price **4.** Total Amount Financed. **5.** Total Number of Payments **6.** Payments amount. You may also include the net trade in amount and payment frequency.
- D. From the list requested under point C, provide copies of **TEN (10)** consumer files. At the minimum, each file should include: **1.** The retail installment contract that lists the FEDERAL TRUTH-IN-LENDING DISCLSOURCES & the itemization of amount financed signed by the seller and the buyer. **2.** Title application receipt (white slip). You may also provide a copy of the buyers order, payment history, certificate of title, additional fees paid not listed in the white slip such as inspection fees etc. If you did not complete an OCCC approved retail installment contract for any of the deals listed on the list requested under point C, provide TEN (10) copies of documents signed by the seller and the buyer referencing the financing of the sale. Financing refers to but is not limited to the items described above in question 1-5.

The undersigned affirms that all answers made in the Statement Regarding Previous Installment Transactions and in all supporting schedules and exhibits are true, correct, and complete. The Office of Consumer Credit Commissioner may conduct an on-site examination to review the information provided. FALSE OR MATERIALLY INCOMPLETE ANSWERS ARE GROUNDS FOR DENIAL.

Signature _____

Title _____

Date _____

The Office of Consumer Credit Commissioner obtains information from this form and certain third-party sources. With few exceptions, you may review and correct the information we collect. To find out more about the information we collect or to make an open records request, contact our Public Information Officer at 512-936-7622 or public.information@occc.texas.gov.