

Legal Name of Lessee:			
Address:			
City:	County:	State:	Zip:
Contact Person:		Title:	
Phone: ()		Fax: ()	
Email Address:			
Alternative Contact Person:		Title:	Phone: ()
Date municipal entity was established:		Does the lessee self-insure for property & liability insurance?	

Total Cost of Equipment/Project: \$	Term (years):	
*Down Payment: \$	Source of Down Payment:	
Trade In: \$	Payment Amount: \$	Delivery Date:
Other: \$	Payment Due: <input type="checkbox"/> Advance <input type="checkbox"/> Arrears	
Amount to Finance: \$	Payments: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	
Will the down payment be made before delivery or at delivery?		
What fund will the remaining lease payments be made from?		

Equipment Description - including make and model (please attach brochure if available):			
New Equipment:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, please list age of equipment or date manufactured:	
Refurbished:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Year:	
Replacement:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Age of current equipment:	Year purchased:
If not a replacement, why is the equipment needed?			
Buyout Included:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount of buyout included: \$	
Soft Costs Included:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount of soft costs included (shipping, software, and sales tax): \$	
Physical location of equipment after delivery:			
Describe the essential use of the equipment being purchased:			
Has the lessee ever defaulted or non-appropriated on a lease or bond?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will the lessee issue more than \$10,000,000 in tax-exempt debt in this calendar year?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the project a building? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who owns the land?			
What is the physical address of the new building/project?			

Please attach one year of the most recent financial statements, (audits preferred) if the transaction is between \$100,000 and \$500,000, or above \$50,000 and greater than 5 years.

Complete this section for transactions up to \$100,000.		
Combined Total Funds of Lessee	Current Year (Actual YTD)	Prior Year (Actual Not Budget)
Total Revenue:	\$	\$
Total Expenditures:	\$	\$
Net Income:	\$	\$
Fund Equity: (per Balance Sheet)	\$	\$

Failure to consummate this transaction once credit approved and the lease documents are drafted and delivered to the lessee will result in a lost deal fee being assessed to the lessee. If the transaction is funded by Lease Corporation of America, this fee will NOT be charged to the lessee.

*Proof of down payment is required prior to any payment of lease proceeds to the vendor, unless otherwise negotiated.

Completed By (signature):	Typed Name and Title:	Date:
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