

## Buyer Deal Check List

### TAV Buyer Coordinators Checklist

- Title Customer Name(s) has been confirmed and updated in the title section of vAuto
- Twix Customer Name(s) matches vAuto title name - ONLY FOR TEXAS CARS
- CarFax Confirmation
  - Miles
    - vAuto == Ad and > Last Stated Miles on CarFax
  - State Registration
    - vAuto matches CarFax
    - Highlight Registered State on CarFax

#### Form of Payment (Highlighted on Pick Up Form)

- Wire
- Cash
- Cashier's Check
- NextGear Payoff

#### Deal Types

- Title in Hand NO LIENS
- Title in Hand Lien – Payoff in Title Holding State
- NO Title – Payoff
- Trust/ Death Certificate/Estate Sale – ADD TO PICK UP FORM
- Business Name – MUST BE ADDED TO PICK UP FORM

#### Pick Up Form

- Date of deal (**Highlight**)
- Form of payment (**Highlight**)
- Location name (**Highlight**)
- Deposit Amount (**Highlight**)

#### Other Highlights

- CarFax miles && Last State (**Highlight**)
- **POA & BOS – Title Customer Names && DATES - BLANK**