



BID FORM

FY 2023-2024 – 1 REAR LOADER 31YARD GARBAGE TRUCK

RETURN DATE: December 13, 2023 by 4:00 PM  
 RETURN TO: Office of the Town Clerk  
 Attn: RFP 24-03  
 Town of Dundee  
 P.O. Box 1000  
 202 East Main Street  
 Dundee, Florida 33838

ITEM	QTY	UNIT	UNIT COST (\$)	TOTAL COST (\$)
1. 25 yrd Leach Rear Loader	2		237,000.00	237,000.00
2. 5 year Body Warranty	2		29,200.00	29,200.00
3. 5 year Chassis Warranty	2		1,925.00	1,925.00
4. 5 year Allison Warranty	2		971.00	971.00
5.				
6.				
7.				
8.				
			TOTAL (\$)	269,096.00

Bid Alternate

ITEM	QTY	UNIT	UNIT COST (\$)	TOTAL COST (\$)
1.				
2.				

ALL BID FORMS SHOULD INCLUDE THE FOLLOWING INFORMATION:

Company Submitting Bid: Environmental Products Group

Company Address: 700 Hermit Smith Road

Company City: Apopka State: FL Zip: 32707

Company Phone Number: 407-998-0004 Fax Number: \_\_\_\_\_

Authorized Representative: Joseph Westberry

Signature: [Signature] Date: 12-12-2023

Print Name: Joseph Westberry Phone Number: 772-877-4712

Title: Sales Manager

**NOTE: THE FAILURE TO FOLLOW THE BID PROTEST PROCEDURE REQUIREMENTS WITHIN THE TIME FRAMES PRESCRIBED HEREIN AS ESTABLISHED BY THE TOWN OF DUNDEE, FLORIDA, SHALL CONSTITUTE A WAIVER OF BIDDERS PROTEST AND ANY RESULTING CLAIMS.**

**AFFIDAVIT CERTIFICATION**  
**IMMIGRATION LAWS**

THE TOWN OF DUNDEE, FLORIDA, WILL NOT INTENTIONALLY AWARD TOWN CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) AND/OR SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT ("INA").

THE TOWN OF DUNDEE, FLORIDA, MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. **SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY THE TOWN OF DUNDEE.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name Environmental Products Group

Signature [Handwritten Signature] Date: 12-12-2023

Printed Name Joseph Westberry

Title Sales Manager

PRIVATE PROVIDER FIRM \_\_\_\_\_

**THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC:**

STATE OF Florida COUNTY OF Orange

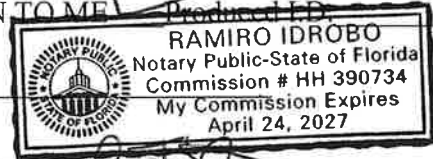
SWORN TO AND SUBSCRIBED BEFORE ME THIS 12 DAY OF Dec, 2023

NOTARY PUBLIC: CHECK ONE PERSONALLY KNOWN TO ME

TYPE OF ID PRODUCED \_\_\_\_\_

SIGN: \_\_\_\_\_

PRINT: \_\_\_\_\_



## CERTIFICATION OF DRUG-FREE WORKPLACE

I Joseph Werthberg ("Undersigned"), certify that:

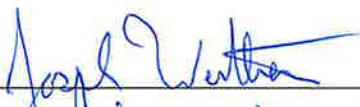
- (1) Undersigned is Salvatore Mancip (insert job title) and duly authorized to act on behalf of the Contractor EP6 that submitted the attached bid.
- (2) Undersigned acknowledges that Preference shall be given to businesses with drug-free workplace programs.
- (3) Undersigned acknowledges that whenever two (2) or more bids which are equal with respect to price, quality, and service are received by the Town for the Purchasing of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.
- (4) In order to have a drug-free workplace program, a business shall:
  - (a) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in-the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
  - (b) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
  - (c) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (a).
  - (d) In the statement specified in subsection (a), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 of the Florida Statutes or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
  - (e) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
  - (f) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

The Undersigned, as the person authorized to sign this CERTIFICATION OF DRUG-FREE WORKPLACE, does hereby certify that the Contractor, Environmental Products Group, acknowledges, understands, and complies fully with the above requirements.

DATE: 12-17-2023 NAME OF ENTITY: Environmental Products Group

PHONE/FAX: 407-798-0004

ADDRESS: 700 Hermit Smith Road  
Apopka, FL 32703

SIGNATURE: 

PRINT NAME: Joseph Westberry

**NONCOLLUSION AFFIDAVIT OF BIDDER**

State of Florida

County of Polk

I Joseph Werthberg ("Affiant"), being first duly sworn, deposes and says that:

- (1) Affiant is Sales Manager (insert job title) of Environmental (insert name of company) the bidder that submitted the attached bid; Products Group
- (2) Affiant is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
- (3) Such bid is genuine and is not a collusive or sham bid;
- (4) Neither the said Affiant nor any of his/her/its officers, partners, owners, agents, representatives, employees or parties in interest, including Affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or has refrained from bidding in connection with such Contract; nor in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder; nor has fixed any overhead, profit or cost element of the bid price, or the bid price of any other bidder; nor has secured through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the Town of Dundee or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Affiant or any of its agents, representatives, owners, employees, or parties in interest.

**THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC:**

STATE OF Florida COUNTY OF Orange

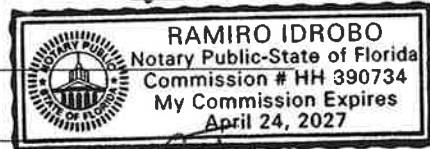
SWORN TO AND SUBSCRIBED BEFORE ME THIS 12 DAY OF Dec, 2023

NOTARY PUBLIC: CHECK ONE PERSONALLY KNOWN TO ME  Produced I.D.

TYPE OF ID PRODUCED \_\_\_\_\_

SIGN: \_\_\_\_\_

PRINT: \_\_\_\_\_



# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Environmental Products Group, Inc.**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ► \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**700 Hermit Smith Road**

6 City, state, and ZIP code  
**Apopka, FL 32703**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.


Social security number								
				-				
OR								
Employer identification number								
5	9	-	3	7	5	7	7	1 8

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ► 

Date ► **4/10/23**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

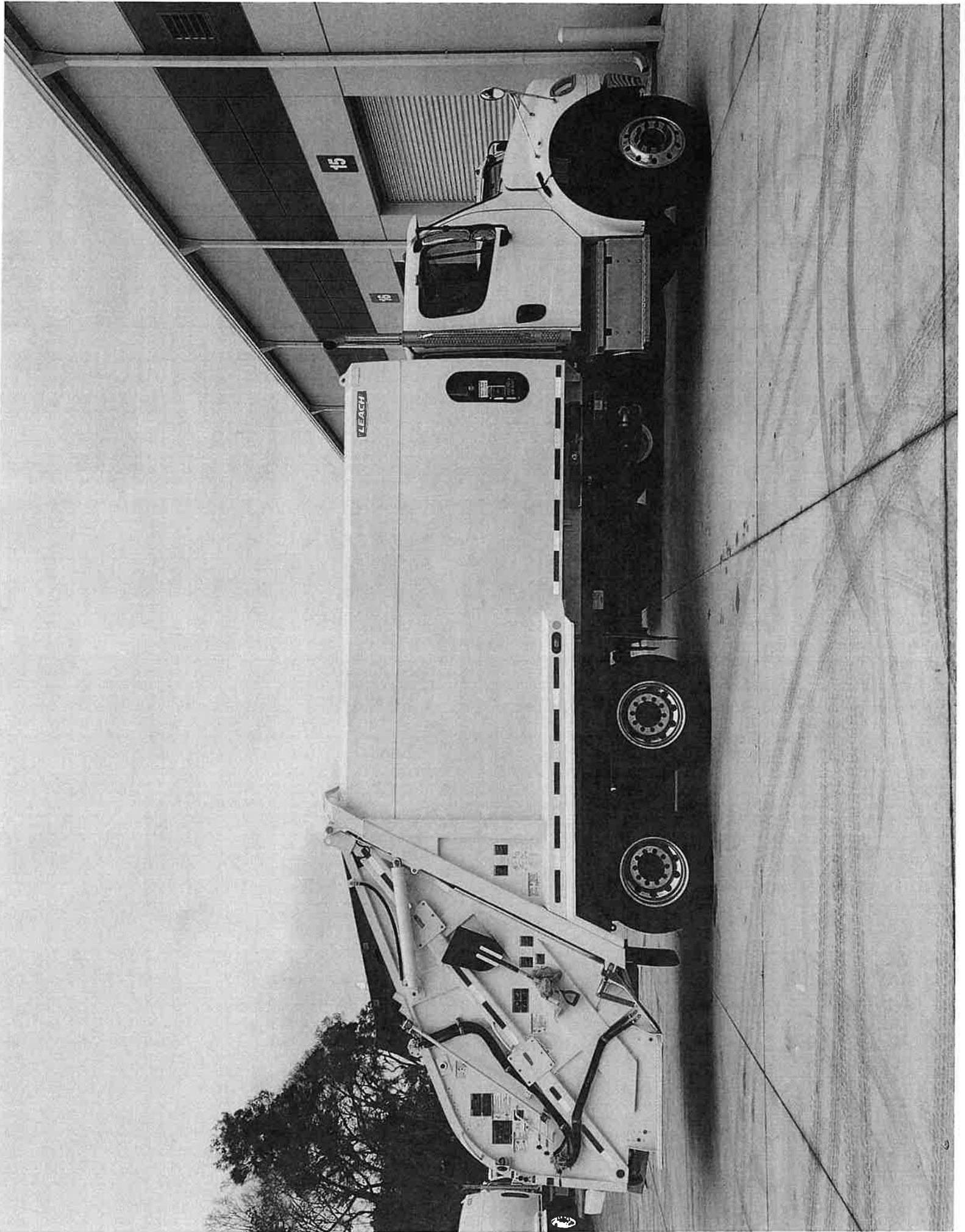
**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1099-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Client#: 868468

ENVIRPRODU4

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Marsh & McLennan Agency, Bouchard Region, 111 E Monument Ave, Suite 603, Kissimmee, FL 34741. CONTACT NAME: Aliana Roman, PHONE: 727 447-6481, FAX: (A/C, No), E-MAIL ADDRESS: aliana.roman@MarshMMA.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Prime Insurance Company (NAIC # 12588), INSURER B: StarStone Specialty Insurance Company (44776), INSURER C: Insurance Company of the West (27847), INSURER D, INSURER E, INSURER F.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, and Garage Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Dealer Plates: FL - 8, GA - 1, TN - 3. (See Attached Descriptions)

CERTIFICATE HOLDER: For Info Only. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]



## DESCRIPTIONS (Continued from Page 1)

**Supplemental Names:**

EP Rents, LLC

Environmental Products Caribbean, LLC

Waiver of subrogation applies to Workers Compensation when required by written contract, agreement or permit and subject to the provisions and limitations of the policy.

# References

- **City of Miami Shores Jim McCoy (305-793-2172)**
- **City of Apopka Josh Robinson (407) 703-1625**
- **City of Rockledge Jeff Taylor (321) 432-6147**
- **City of Surfside Hector Gomez (786) 778-1728**

# SOUTHEAST'S BEST-IN-CLASS EQUIPMENT DISTRIBUTOR

SALES - PARTS - SERVICE



**LEACH**



**WITTKE**



BULK WASTE COLLECTION

VACUUM EXCAVATION



STREET SWEEPERS



ROLL-OFFS

WASTEWATER &  
STORM MAINTENANCE

CAMERA INSPECTION



**855.552.3742**  
**MYEPG.COM**



ENVIRONMENTAL  
PRODUCTS GROUP

ALABAMA

ARKANSAS

FLORIDA

GEORGIA

TENNESSEE

# PROPOSAL SUMMARY

Prepared for:

Town of Dundee



## **Leach 2R-III**

The 2R-III Rear Loader Body

Stock Unit Available for  
Immediate Delivery



**ENVIRONMENTAL  
PRODUCTS GROUP**

**Customer Name: (Town of Dundee)**

**Date: 12/07/2023**

**Leach Rear Loader**

**Environmental Products** would like to thank you for the opportunity to present the **Leach 2R-III Rear Loader**.

**Environmental Products Group** is the sole provider of Labrie Equipment in the state of Florida, as well as many other leading industry product lines including: Vactor sewer Cleaners, Elgin Street Sweepers, TRUVAC Hydro Excavation Equipment, Envirosight Pipeline Inspection Cameras, Petersen Grapple Loaders, PB Asphalt Pothole Patchers, Madvac Sweepers and Vacuums, and a host of parts, tools and accessories for all your needs.

**Environmental Products Group** prides itself on our local parts, service, and training capabilities. With multiple full-service locations throughout Florida, Georgia, Tennessee. Including Vactor, Elgin, TRUVAC, and Envirosight repair centers, Extensive parts inventory, factory-trained technicians, mobile parts and service, rentals, turnkey maintenance packages, leasing options, and much more... we are ready to service your every need.

**EP Rents** is a division of Environmental Products Group, EP Rents specializes in rental trucks when you need them. With a large inventory of Vactor Sewer Cleaners and Trailer Jetters, Elgin Sweeper, Envirosight Pipeline Inspection Cameras, Petersen Grapple Loaders. Call us for any of your rental needs.

**Thank you for your consideration.**

## Product Description

- Meet the truck that more operators demand over any other rear loader in the industry. With its standard 3.5 yd<sup>3</sup> hopper, 5.5" packer/carrier operating cylinders, and class-leading 22-second packing cycle, it's no wonder the Leach™ 2R Series is labeled as the most efficient rear-load collection tool on the road today.

## Configurative Options:

- 25 Yard Capacity
- Ramp Liners 1/4" Hardox 450
- Dual Perkins Cart Tipplers
- Single Pump Denison T6D Remote
- Single Safety Vision Camera

## Light Options:

- Work Light Hopper Flush Mount (1)
- Strobe Light Beacon Style on Tailgate Whelen
- Back up Lights on tailgate above Hopper Centered (2)

## Body Options:

- Rubber Mud Guards – Behind Rear Axle
- Rubber Mud Guards-Front of Rear Axle
- Broom and Shovel on Tailgate Curbside
- Side Door Ladder – with Grab Handle

## Paint Options:

- Body:Urethane Body Paint 1 color

**SALE PRICE = \$237,000.00**

**5 year body warranty= Add 4 years on body and hydraulics for a total of five years (Parts and Labor) \$29,200.00**

**5 year chassis warranty= Engine and Aftertreatment \$1925.00**

**2 year Allison transmission warranty for a total of five years \$971.00**

**Includes Freightliner Chassis**

Please don't hesitate to call with questions, or if you need any additional information. Thank you for your interest and the opportunity to earn your business.

# LEASE FINANCING PROPOSAL



Lessee

Town of Dundee, FL

Vendor

Environmental Products Group, Inc.

<b>Proposal Date:</b>	December 12, 2023			
<b>Equipment Description:</b>	(1) Rear Loader Refuse Truck			
<b>Commencement Date:</b>	January 15, 2024			
	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>
<b>Equipment Cost:</b>	\$237,000	\$237,000	\$269,096	\$269,096
<b>Lessee Down Payment:</b>				
<b>Amount Financed:</b>	\$237,000	\$237,000	\$269,096	\$269,096
<b>Lease Term:</b>	3 Years	5 Years	3 Years	5 Years
<b>First Payment Date:</b>	7/15/2024	7/15/2024	7/15/2024	7/15/2024
<b>Payment Frequency:</b>	Annual	Annual	Annual	Annual
<b>Interest Rate:</b>	6.78%	6.58%	6.78%	6.58%
<b>Payment Amount:</b>	\$87,122.89	\$55,403.33	\$98,924.57	\$62,914.90

## Qualifications:

1. **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

a) **Rate Expiration:** Due to the current increasing rate markets, this proposal is valid under the following circumstances:  
 •The award is received within 14 days of the Proposal Date.  
 •The transaction is closed within 45 days off the Proposal Date.  
 If you are unable to award within 14 days, please contact us prior to your decision meeting date and we will provide a current proposal.

b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.

c) **Fixed Rates:** Rates for ten (10) years and under are fixed for the entire term. Terms over ten years have a one time rate adjustment after ten (10) years to the then current interest rates for the remaining term.

2. **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without further cost.

3. **Financial Reporting:** All city, county and tax districts (including fire districts) will be expected to provide GAAP audited financial reports. All non-profit corporations (vfd's) will be expected to provide IRS 990 federal tax returns. If you do not maintain these types of financial reports, please contact us to discuss.

4. **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

5. **Credit Approval and Documentation:** This is a proposal only, and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation, including the opinion of lessee's counsel opining that the agreement is legal, valid and binding, obligation of Lessee.

**Financing by:**

**Contact:**

**Phone:**

**Email:**

**Web:**

**Leasing 2, Inc.**

**Rick Carney**

813-258-9888 x16

rcarney@leasing2.com

www.leasing2.com



**REQUEST TO PROCEED:**

When you are ready to proceed with Leasing 2 towards finalizing this lease financing arrangement, please indicate so by signing below and completing the requested information. We will immediately email you our application. Thank you for your confidence and consideration.

Proposal date: December 12, 2023

Option Chosen: \_\_\_\_\_ (where applicable)

Upcoming Governing Body meeting date for lease approval: \_\_\_\_\_

Town of Dundee, FL

Name of Lessee

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name Of Authorized Signature

\_\_\_\_\_  
Last month of your budget year?

\_\_\_\_\_  
Contact Name

*(If Different Than Authorized Signature)*

\_\_\_\_\_  
Contact Phone

\_\_\_\_\_  
Contact Email

\_\_\_\_\_  
Financial Contact Name

*(Can be Treasurer or Clerk)*

\_\_\_\_\_  
Contact Phone

\_\_\_\_\_  
Contact Email

Please complete the above information and **fax or email** all pages of the proposal to  
**813-258-9333 / rcarney@leasing2.com**



**\*\* Important: A Resolution will be required with the lease contract \*\***

**In the event that you require board action to sign this proposal,  
please call us so that we may forward the preferred form for the meeting.**

**Are you ready to move forward with Leasing 2?**

***Here is a quick overview of our process***

- 1. Signed Proposal** - When you are ready to move forward with Leasing 2, email a scan of the completed and signed proposal back to Leasing 2.
- 2. Credit Application** - A credit application and request for current financial reports will be emailed to the designated contacts upon receipt of the signed proposal. The credit application should be completed and returned promptly to protect your quoted interest rates. Credit approval usually comes within a few days receipt of the completed credit application.
- 3. Financing Agreement** - Once credit approval is accomplished, the financing agreement will be emailed for review and signature. Once the contracts are signed and returned, we are ready for closing.