



Emblem

CREDIT UNION

AUTO LOAN

BORROWER'S GUIDE



Thank you for choosing Emblem Credit Union for your new Auto Loan!

Now that you have applied for your loan, use this guide to determine your next steps.

Questions? Give us a call at 800.470.0704.



Buying from Dealership

If in Alabama:

- Obtain a Bill of Sale listing Emblem Credit Union as lienholder
- Obtain proof of insurance listing Emblem Credit Union as lienholder (see note)
- Obtain a Title Application from the dealer listing Emblem Credit Union as lienholder

If not in Alabama:

- Obtain a Bill of Sale listing Emblem Credit Union as lienholder
- Obtain a copy of the title and/or dealer reassignments from the dealer
- Obtain proof of insurance listing Emblem Credit Union as lienholder (see note)

Proof of Insurance:

Your vehicle will need to have full coverage insurance. Please provide your Member Service Representative with proof of insurance containing the following lienholder information:



Private Sale

If the seller is still paying a loan on the vehicle:

- Obtain a Bill of Sale with current mileage
- Request that the seller obtain a 15-day payoff (with daily per diem) from their lender
- Obtain a copy of the current title
- Obtain proof of insurance listing Emblem Credit Union as lienholder (see note)
- At closing, the buyer and seller (all parties on the title) will need to sign for the transfer of ownership or sign a Power of Attorney form

If the seller is not paying a loan on the vehicle:

- Obtain a Bill of Sale with current mileage
- Obtain a copy of the current title
- Obtain proof of insurance listing Emblem Credit Union as lienholder (see note)
- At closing, the buyer and seller will sign the back of the existing title to transfer ownership or sign a Power of Attorney form



Refinancing

- Obtain a 15-day payoff (with daily per diem) from your current lender
- Obtain a copy of the title from your current lender
- Obtain proof of insurance listing Emblem Credit Union as lienholder (see note)

