

# Global Leasing Frequently Asked Questions

## Why Dealers Offer Financing

- ◆ 85% of all sales deal with affordability
- ◆ Payment within 24 - 48 hours of delivery
- ◆ 50% upfront deposits prior to order
- ◆ Creates larger & more profitable overall sales
- ◆ Higher closing ratios
- ◆ Stops customer shopping / One Stop Shopping
- ◆ Less A/R Problems – Payments within 24 hours
- ◆ Manufacturer direct billing frees up credit lines
- ◆ Gives a consultative competitive edge

## Why Customers Should Lease/Finance

- ◆ Easier overall process than a bank
- ◆ 24-48 hour turnaround on all requests
- ◆ No financials up to \$150,000 on established companies
- ◆ New businesses can qualify for up to \$50,000
- ◆ Larger companies do not require guarantees
- ◆ Personal Guarantees do not show up on personal credit reports as additional debt
- ◆ No blanket liens on company assets or receivables
- ◆ Qualifies for same tax savings as paying cash

## Quote Process

- ◆ [www.totalofficeleasing.com](http://www.totalofficeleasing.com)
- ◆ Quick quotes from \$5,000 - \$200,000
- ◆ Click “Customer Quote” navigation bar
- ◆ Enter your e-mail address, click “logo”
- ◆ Enter project information, click “continue”
- ◆ Promo Code – varies, call for detail
- ◆ “Dealer Rewards” password is “money”  
Optional: Dealer Rewards pays you up to 1%
- ◆ Review payments, click “e-mail” bottom right
- ◆ Click “E-mail Quote” on the left side
- ◆ Enter your e-mail as the customer e-mail & send
- ◆ Check your inbox for an e-mail from [leasing@horizonkeystone.com](mailto:leasing@horizonkeystone.com) containing:  
a quote/application; tax benefits; benefits; overview  
are optional forms you can select.
- ◆ Print attachments or forward e-mail to your client along with your proposal

## General Dealer Prefunding Guidelines

- ◆ 3+ years in Business
- ◆ 10+ employees
- ◆ Stand Alone Office
- ◆ Dun & Bradstreet Paydex of 65 or more
- ◆ Active Listing with Secretary of State
- ◆ Satisfactory Manufacturer reference
- ◆ Dealer Profile on File with HKF
- ◆ Smaller dealerships may require more information

## General Customer Credit Guidelines

- ◆ Call for reference sheet 800-606-0049

## Lease/Finance Process Start to Finish

- ◆ Customer receives a lease quote
- ◆ Customer completes & returns the credit application
- ◆ Within 24 - 48 hours a decision is received
- ◆ Upon approval, finalized order is sent to HKF
- ◆ Lease documents are e-mailed to customer
- ◆ Customer reviews, signs, and returns original lease documents to Horizon
- ◆ Horizon issues a PO and 50% Deposit to Qualified Dealer or Manufacturer(s) directly
- ◆ Horizon pays the balance upon job completion

## Dealer Invoice Instructions

- ◆ Preferred method: Same As a Cash Sale  
Bill to & Ship to: Client Including Tax
- ◆ If you can not or prefer not to collect sales tax advise HKF prior to preparing the lease docs, then invoice Bill to: Horizon Ship to: Client – without tax, HKF will provide you a resale cert.  
\*be sure ship to address is equipment location

## Contact Information

Horizon Keystone Financial  
P#: 800-606-0049  
[global@horizonkeystone.com](mailto:global@horizonkeystone.com)  
[www.totalofficeleasing.com](http://www.totalofficeleasing.com)

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