



# MISSISSIPPI

## Department of Banking and Consumer Finance Motor Vehicle Sales Finance Licensee General Information Questionnaire

Licensee: \_\_\_\_\_ License No. \_\_\_\_\_  
Address: \_\_\_\_\_ P.O. Box: \_\_\_\_\_ License Expires: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Manager: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### Books and Records

Mississippi Motor Vehicle Contracts Outstanding \$ \_\_\_\_\_ Number of Accounts \_\_\_\_\_

1. Are records maintained for two (2) years after the final transaction?  Yes  No
2. Do contracts disclose a complete breakdown of the following charges?
  - a) Cash sales price  Yes  No
  - b) Down payment in money, goods, or both  Yes  No
  - c) The difference between A and B  Yes  No
  - d) Insurance, if any, and coverage type  Yes  No
  - e) Number of installments and amount of each  Yes  No
  - f) Official fees  Yes  No
  - g) Principal balance  Yes  No
  - h) Amount of finance charge  Yes  No
  - i) The time balance (sum of G and H)  Yes  No
3. Does each contract contain:
  - a) a specific statement that liability insurance coverage for bodily injury and property damage caused to others is not included, if that is the case?  Yes  No
  - b) the following notice: "Notice to Buyer":  Yes  No
    - 1) "Do not sign this contract before you read it or if it contains any blank spaces."
    - 2) "You are entitled to an exact copy of the contract you sign."
4. Is the buyer notified of an assignment of the contract to a sales finance company?  Yes  No
5. Does the buyer:
  - a) Receive a copy of the contract he/she has signed?  Yes  No
  - b) Receive a receipt for cash payments?  Yes  No
6. Is title returned to customer or sent to Mississippi State Tax Commission - Title Division for release?  Yes  No
7. Are original papers returned to the buyer upon payment of contract in full, and lien properly released?  Yes  No

