

Transaction Reference Guide

Enclosed are the quick reference steps and pieces to run transactions today and begin increasing your sales and profits.



For additional questions call **1-800-330-5189**
Dealer Number
534812 _____



Key Contacts

CLIENT SERVICES

1-800-330-5189

Process Applications, press #2
Phone in customer applications

Authorizations, press #3
To receive an authorization code for sale

Funding Inquiries, press #4
For verification of funding and date of sale posting

Cardholder Account # look-up, press #5
To verify customer account number for repeat purchase

Supply Orders/Questions
Promotion questions or to order supplies

FAX LINE - APPLICATION AND/OR FUNDING

Fax applications and sales slips to GE Money

1-888-679-5200

CUSTOMER SERVICE

Cardholders can call with account questions

1-800-250-5411

Eligible Products

Air Conditioners
Boilers
Dampers
Drain Cleaning
Duct Cleaning
Electrical
Electronic Air Cleaners
Energy Recovery Systems
Fireplaces
Furnaces
Gas Stoves
Generators
Geothermal Products
Heat Pumps

Humidifiers
Installation of products
Insulation
Maintenance Work
Parts
Plumbing
Radiant Barrier
Roofing
Service Work
Thermostats
UV Lights
Warranty in conjunction with a purchase
Water Heaters
Wood/Pellet Stoves

Please contact Client Services at **1-800-330-5189**
to receive the most current rate sheet.

Completing Consumer Application FOR RESIDENTIAL ONLY



Contractor completes



GE Money provides



Customer completes and signs

Applicant/Joint Applicant Info

• Applicant(s) must own the property where the installation and or services are being provided.

Signatures

• Applicant(s) must sign and date application prior to processing.

ID Requirements*

- Verify and document two forms of applicant's ID.
- Primary ID- Must be photo ID, capture number and expiration date.
- Secondary ID - Capture issuer, type and expiration date.


*Failure to verify and document two forms of applicant's ID will result in the dealer being charged back the amount financed if the account is later identified as fraudulent.

Account Number

• If approved, GE Money will provide a cardholder account number.

Terms and Conditions

• Separate the application from the Terms and Conditions. Give the Terms and Conditions to the customer.



HVAC CONSUMER APPLICATION

PLEASE READ THE ATTACHED DISCLOSURES AND SIGN BELOW BEFORE SUBMITTING YOUR APPLICATION.
APPLICATION MUST BE SIGNED. Please print in CAPITAL LETTERS and avoid contact with the lines: S M I T H

Applicant

First Name _____ M. Initial Last Name _____ Do You: Own Parents/Relative
(One) Rent Other

Mailing Address _____ APT # _____
City _____ State _____ Zip _____ Years at Residence _____

Birth Date _____ / _____ / _____ Home Phone _____
Month Day Year

Social Security Number _____

If the above address is a PO Box, you must provide a street address for yourself or a contact person _____

City _____ State _____ Zip _____ Cell / Other Phone Where We May Call You _____

Your Employer _____ How Long (Yrs.) _____ Total Annual Income* _____ Business Phone _____

E-Mail Address (optional) By providing an E-Mail address, I consent to receive E-Mail communications about my Account and authorize you to provide my E-Mail address to GE Money so that I may receive such communications, offers and updates.

***NOTE: Alimony, child support or separate maintenance payments need not be disclosed unless relied upon for credit.**
Nearest Relative Not Living With You: _____

Name _____ Address _____ City _____ State _____ Zip _____ Home Phone _____
For WI residents, if you are applying for individual credit or joint credit with someone who is not your spouse, combine your and your spouse's financial information on this application form.

Joint Applicant

First Name _____ M. Initial Last Name _____ Relationship to Applicant
Years at Residence _____ Spouse Other

Mailing Address _____ APT # _____
City _____ State _____ Zip _____ Social Security Number _____

Birth Date _____ / _____ / _____ Home Phone / Other Phone Where We May Call You _____
Month Day Year

Your Employer _____ How Long (Yrs.) _____ Total Annual Income* _____ Business Phone _____

Applicant/Joint Applicant Signatures

I am providing the information in this application to GE Money Bank ("GEMB") and to dealers ("Dealers") that accept the GE Money Credit Card ("Card") and to program sponsors, and asking GEMB to issue me a Card. By applying for this account, I authorize and agree that:

- GEMB may furnish this and other information about me (even if my application is denied) and my account to Dealers and program sponsors (and their respective affiliates) to create and update their records, and to provide me with service and special offers.
- GEMB may make inquiries it considers necessary (including requesting reports from consumer reporting agencies and other sources) in evaluating my application, and for purposes of reviewing, maintaining or collecting my account.
- If my application is approved, the GE Money Card Agreement ("Agreement") will be sent to me and will govern my Account.
- Among other things, the Agreement: (1) INCLUDES AN ARBITRATION PROVISION THAT MAY LIMIT MY RIGHTS UNLESS I REJECT THAT PROVISION UNDER THE AGREEMENT'S INSTRUCTIONS; and (2) makes each applicant responsible for paying the entire amount of credit extended; and (3) grants GEMB a security interest in the goods purchased on the account as permitted by law.
- GEMB may contact me about my account as described in the GE Money Card Agreement, including using any information I provide.


This application and the Agreement are governed by federal law and Utah law (to the extent that state law applies).
Federal law requires us to obtain, verify and record information that identifies you when you open an account. We will use your name, address, date of birth, and other information for this purpose.
Please note that you must reside in the United States and be 18 years or older to apply.

X _____ Date _____ X _____ Date _____
Applicant Signature Joint Applicant Signature

Store / Dealer Information

* Applicant's Primary ID (Type, Number, Issuing State) Exp. / Secondary ID (Type and Issuer) Exp. _____ Joint Applicant's Primary ID (Type, Number, Issuing State) Exp. / Secondary ID (Type and Issuer) Exp. _____

Account # _____ Store Fax # _____
Store # 534812 Store Phone # _____
Contact Name _____ Amount Requested \$ _____



To find out about changes in the terms of the attached agreement, write to us at GEMB, P.O. Box 6160, Rapid City, SD 57709-6160

Completing Sales Slip

Contractor completes
 GE Money provides
 Customer signs

Credit Plans

- Please reference current rate sheet.

Description

- If the sale does not include a model or serial number, please list services provided.

Auth. Code

- Obtained upon approval.

Date of Delivery

- Do not record until after the product is installed.

HVAC SALES SLIP

GE MONEY BANK

ACCOUNT NUMBER

DEALER #

(BUYER'S NAME)

CREDIT PLANS

Please mark with an X, if selecting Other please complete as follows:

#	#	#	# Months	With Payments/Deferred Interest
CREDIT PLAN*	PROMO PERIOD	DESCRIPTION		

001 Standard Plan

Other* _____

* PLEASE SEE REVERSE SIDE FOR SPECIAL PAYMENT PLAN TERMS.

(SELLER'S NAME)

(SELLER'S ADDRESS)

DESCRIPTION	SALE PRICE
MODEL # _____ SERIAL # _____	_____
MODEL # _____ SERIAL # _____	_____
MODEL # _____ SERIAL # _____	_____

AUTH. CODE

SUB TOTAL	_____
SALES TAX	_____
TOTAL PRICE	_____
CASH DOWN PAYMENT	_____
Amount Financed (Unpaid Balance)	_____

DATE OF SALE

DATE OF DELIVERY

INVOICE NUMBER _____

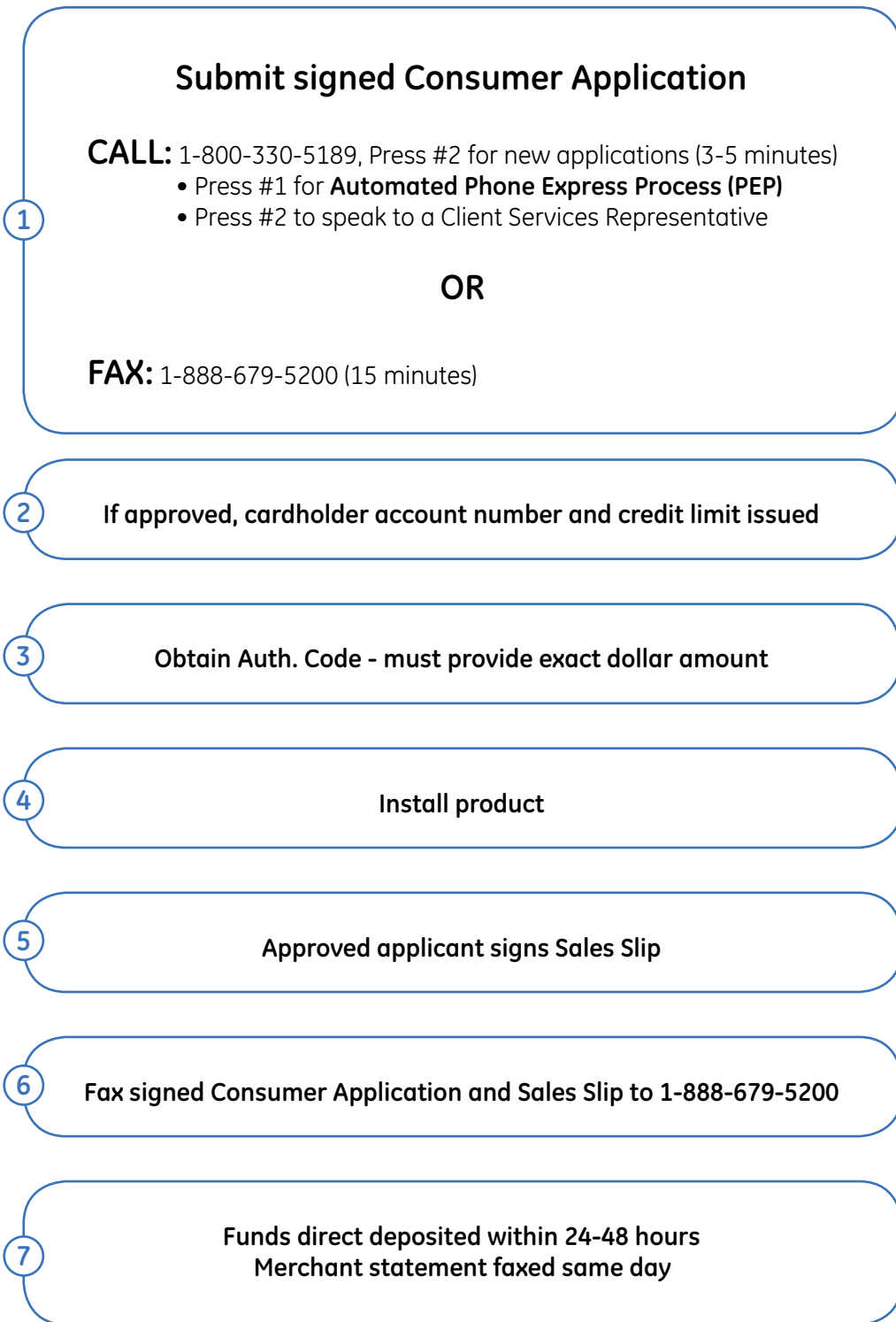
SELLER'S REPRESENTATIVE

NUMBER _____

(BUYER SIGNATURE)

(BUYER SIGNATURE)

Transaction Process



Application Policy

For a single installation, it is prohibited to:

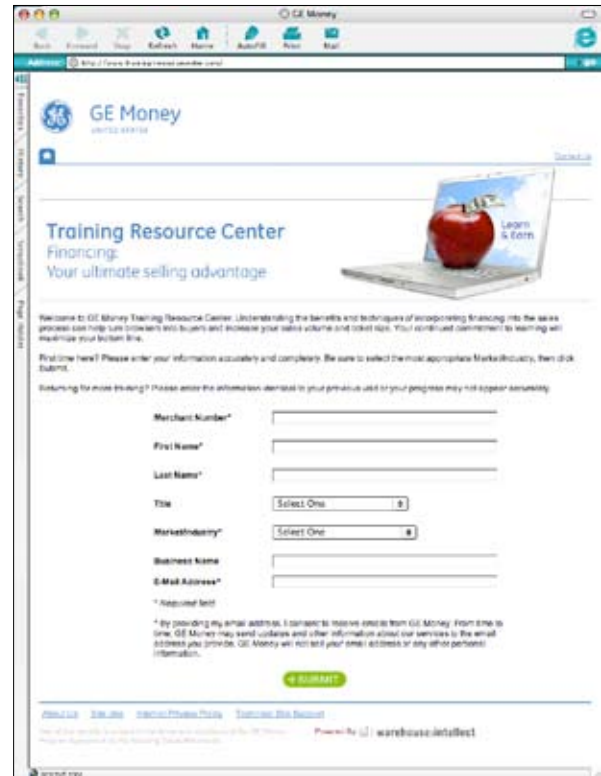
- Combine more than one of GE Money's program
- Create multiple consumer accounts at the same property
- Combine GE Money's program with another lender's program

Failure to comply with this policy may result in termination of the dealer's GE Money program(s).

Convenient Training

Go online now to **www.gemoney.com/training** and follow these easy steps to learn how selling with financing can really make a difference for your business, your team and ultimately your customers.

- 1 Go online to:
www.gemoney.com/training
- 2 Login with your merchant number, name and industry description.
- 3 Select the course you want to take. You can return again and again to take courses at your own pace.



The screenshot shows a web browser window displaying the GE Money Training Resource Center. The page features the GE Money logo at the top left and a navigation menu. The main heading is "Training Resource Center" with the sub-heading "Financing: Your ultimate selling advantage". Below this, there is a graphic of a laptop with a red apple on it and the text "Learn & Earn".

The page contains a registration form with the following fields:

- Merchant Number*
- First Name*
- Last Name*
- Title (Select One)
- Market/Industry* (Select One)
- Business Name
- E-Mail Address*

Below the form, there is a checkbox for "I agree to receive emails from GE Money" and a "REGISTER" button. At the bottom of the page, there are links for "About Us", "Privacy Policy", and "Terms of Use".