ZIONS BANK | ZBPF | PUBLIC FINANCE

LEASE INFORMATION CHECKLIST

PLEASE SEND THE FOLLOWING DOCUMENTS TO ZIONS BANK:

- Audited Financial Statements for the following years: We have these.
- Correct signatures on all pages (Officer Signature, Officer Attest, Entity Seal, etc.)*
- Send both of the signed documents back to:
  Zions Bank Public Finance
  One South Main Street, 18th Floor
  Salt Lake City, Utah, 84133-1109
  The second copy will be returned for your records.
- Description of the financed property (Exhibit A) if not included in the lease document.
- Resolution Authorizing Lease. *
- Legal Opinion from local counsel as to Validity. *
- IRS Form 8038-GC. (Please just sign, do not date.) *
- Legal Notice of meeting.
- An agenda from the meeting.
- Evidence of Property Damage Insurance with Zions First National Bank listed as loss payee. *(Please inform us if your insurance is not continuous.)*
- Signed W-9 Form* (Rev. December 2014)

AS EQUIPMENT IS PURCHASED:

- Copy of Invoices for all equipment purchased.
- Signed Delivery and Acceptance Certificates (Exhibit E)*.
- Titles of vehicles (if applicable)—complete with Zions First National Bank as lien holder.

* Forms provided by Zions Bank Public Finance.