



104 Stephens Drive • PO BX 278 • Danville WV 25053 • 304-369-2411 • [www.stephensauto.com](http://www.stephensauto.com)

## MID-ATLANTIC BRONCO CONNECTION

### The Plan

Below is a comprehensive plan for delivery of officially reserved 2021 Ford Broncos

#### 1. Customer Orders

- We price out the Bronco showing you the invoice, listing our **-\$1000** discount from the invoice.
- If you are an X-Plan customer, you must inform us at this time, a **-\$300** X-plan credit may be applied.
- Document fees (per WV State Law) of \$250 + 6% Sales Tax (\$15) will be added (+\$265).
- WV Temporary Tag of \$10 (if applicable).
- We **DO NOT** have administration fees.
- Standard WV registration/tag/transfer fees for in-state customers will apply.
- Shipping fees (if shipping and we handle the shipment)
- Assist with taxes and fees for the customer's home state (if out of state).

#### 2. Financing

- Our finance managers will be available to assist prior-to and during delivery.
- Pre-approval may be achieved, we recommend pre-approval within 30 days of delivery.
- Options will be made available.
- Customer may choose to finance themselves through their own financial institution.

#### 3. Accessories / Extras

- Customer will have the OPTION to purchase accessories and/or extended warranties.
- Accessories may be added prior to delivery, with approval of the customer.
- Our "extended warranties" **DO NOT** require the vehicle to be serviced at our location. Vehicle service work may be performed at other locations. Extended warranty related service items may be completed at other locations. \$100 or \$0 deductibles are available for extended warranties, customers may discuss this and other details with our finance managers.

#### 4. Finalizing

- Customer is satisfied with the build.
- Document processing, signatures will be acquired and transmitted between the dealership and the customer.
- Vehicle prep and inspection. At this time, we need to know if the customer wants the factory packaging/plastic wrap to remain on the vehicle. Our service department will go through the Ford factory check-list of items to be inspected/serviced.

#### 5. Prior to Delivery

- The paperwork that is needed to complete the transaction (for customers having the vehicle shipped) will be taken care of and physically sent to the customer for approval/signature.
- Copies of documents such as insurance verification and driver's licenses of the purchaser should be sent at this time.
- Title document for your particular State may be sent prior to delivery so that the customer has an opportunity to title/register and obtain plates for the vehicle.
- Customers coming to the dealership should expect normal wait times for financing/documentation (appx. 1 hour).

- e. We will get the X-plan pin at this time (if applicable).
- f. If the customer has a trade-in, prior arrangements may be made to have the vehicle appraised at the nearest ACV location. We will work with our customers to get this scheduled.

6. Arrival Day:

- a. If you fly in to Yeager Airport in Charleston, WV, we will pick you up.
- b. If you fly to any other airport, please make arrangements for transportation to our dealership at 104 Stephens Drive, Danville WV 25053.
- c. Rental Car – let us know when you are arriving and where you are turning in the rental vehicle. Most of the rental car companies have locations at Yeager Airport, Enterprise has other locations in the Kanawha Valley. We will pick you up at locations near the Charleston or Danville area.
- d. Trade-in vehicle, please drive up to the main building at the above mentioned address, someone will be out to assist or come on in and get a cup of coffee or a bag of popcorn. Let someone know you're there to pick up your reserved Bronco, they'll let the right folks know!

7. Transport


- a. If we arrange for transportation of your new Bronco, we only use bonded and insured drivers/companies to deliver vehicles. This protects all parties concerned.
- b. When you receive your Bronco, you need to fully inspect every aspect of the vehicle to make sure there's no damage.
- c. If there's damage, please note everything and take pictures. If we arranged for transportation, send these pictures to us, notifying us of any damage.
- d. If you arrange for transportation, we will work with the transportation company to expedite shipment. Please have your shipping company contact us prior to coming to our dealership for scheduling.

8. Payment

- a. We will accept cash for down payments or to fully pay for the vehicle, in person. Do not ship or mail cash.
- b. We will accept credit cards for payment or down payment, there is a 3% convenience fee for all purchases.
- c. We will accept certified bank checks for payments or down payments, we will verify the check through the financial institution. If arriving on a holiday, a weekend, or after hours, please arrange to have the check verified prior to arrival during normal business hours, Monday through Friday.
- d. For out of state customers, we do not accept personal checks.



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Date

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