

MMD Fleet Used Vehicle Sales Purchase Instructions

January 24, 2020

Eligible Individuals (ID Badge is required)

1. Current full and part-time Church employees and immediate family household members or current Church Service Missionaries only.
2. Physical ID badge must be presented by employee or immediate family member or Church Service Missionary at day of vehicle sale to be eligible to purchase a vehicle.

Vehicle Review/Test Drive Information - A current For Sale List of available vehicles is maintained by Fleet Vehicle Sales.

1. Go to the Church "Intranet" website (<https://home.churchofjesuschrist.org/>); under "Tools and Services" select "Employee Discounts." Select "Cars and Trucks for Purchase-New and Used." You will then be taken to a Church maintained website that provides information on the various used vehicles being offered.
2. If you do not have access to either website, please contact your Human Resource Representative for assistance.
3. The Used Car Sale is the second Tuesday of each month at the COB 3LL at 7:00 am.
4. The ad is posted on the Monday prior. Vehicles may be viewed on Monday with test drives available until 3:00 pm with a current driver's license.
5. Two vehicles may be purchased per employee within a twelve-month period or other sales by managements discretion.

Purchase Process

A \$50.00 deposit (cash or personal check) is required to hold a vehicle for three business days to allow you to obtain financing and insurance. To complete the purchase, a cashier's check or other form of certified funds, made payable to the Corp Pres Bishop Church of Jesus Christ LDS for the exact sale price of the vehicle is required. Personal checks, cash, debit cards or credit cards will not be accepted. Upon receipt of your certified funds, your \$50.00 deposit will be returned to you.

Once you have purchased a vehicle, you will receive (1) a Bill of Sale with the Odometer Disclosure, (2) the original title. Since different counties stipulate varying emissions test requirements, it is your responsibility to obtain one if needed.

After the sale is complete, the license plates will be removed from your vehicle. This leaves you with two options:

Option 1: Recommended - You may leave your vehicle with us while you go to the DMV to obtain registration and pay the sales tax. You may then bring back the new license plates and we will put the license plates on it for you **OR**

Option 2: Not Recommended - If you elect to drive the vehicle directly to the DMV to register it, you run the risk of receiving a citation for driving an unregistered/unlicensed vehicle. If you receive a citation, you are solely responsible for paying it and for any other consequences associated with it.

Insurance Coverage

Once the sales transaction has taken place (exchange of certified funds for a Bill of Sale/Odometer Disclosure, Title and a current Safety Inspection Certificate), you are immediately and solely responsible to provide insurance coverage for your vehicle. Usually a phone call to your insurance agent/company, prior to purchasing the vehicle is sufficient for temporary insurance coverage. However, you are responsible to make sure you have current coverage of the vehicle at the time of purchase.

All vehicles listed for sale are "AS IS" and, as such, have no explicit or implied warranties.