

OIADA Forms Guide

OIADA Form	Requirement / Purpose	Cash Sale *		Finance Sale **	
		Required	Optional	Required	Optional
<i>Before the Sale</i>					
F04	FTC As Is Buyers Guide	X		X	
FEX 100	Customer Proposal Worksheet		X		X
FEX 102	Test Drive Agreement		X		X
F13	Credit Application				X
<i>At time of Sale</i>					
F06	Retail Purchase Agreement / Bill of Sale - Satisfies the following requirements	X		X	
	Retail Purchase Agreement				
	Vehicle Buyer's Order				
	Dealer Warranty Statement				
	Deposit / Down Payment Receipt				
	Trade-In Record				
	Other Material Understandings				
	Additional Terms and Conditions				
F10.3 or FEX 123	"We Owe" or Delivery Confirmation	X		X	
F02	Odometer Disclosure Statement (Purchase Vehicle)	X		X	
F02	Odometer Disclosure Statement (Trade-In Vehicle)	X		X	
OR					
F06.2	Retail Purchase Agreement / Multiform - Satisfies same requirements as F06 plus FEX 123 Delivery Confirmation and both F02 Odometer Disclosures.				
F08 or F08.3	Finance or Security Agreement			X	
F205	Privacy Notice			X	
FEX 119	Authorization to Release Payoff Information			X	
FEX 121	Credit Insurance Disclosure			X	
FEX 120	Notice to Co-Signer (If co-signer is involved)			X	
F09	Oklahoma Lien Entry Form (If vehicle has lien)			X	
F206	Risk-Based Pricing Form or Credit Score Exception Notice (If Dealer engages in Risk-Based Pricing, i.e. set APR based on credit report)			X	
FEX 101	Trade-In Vehicle Appraisal		X		X
FEX 125	Acknowledgement of As Is Sale		X		X
F12	"Good Will" Repair Acknowledgement (If repairs are to be made after the sale.)		X		X
<i>After the Sale</i>					
F03	30-Day Notice Title Receipt	X		X	
F11	Deal Jacket		X		X
* "Cash Sale" - Dealer IS NOT involved in financing. Customer pays cash or arranges own financing.					
** "Finance Sale" - Dealer IS involved in financing. Dealer arranges third-party financing or finances directly.					