



Partners Capital Finance, LLC

Floorplan Financing Process

- New Vehicle – Private Party Purchase or Trade-In
 - Take photo of vehicle
 - Take photo of VIN
 - Take photo of title (dealer must possess physical title)
 - Take a photo of NADA values
 - Take photo of bill of sale
 - Email above to Cars@PartnersCapitalFinance.com using the [Camera scanner](#) app
 - If received prior to 3:00 pm MT, funds will reach the dealer bank account the following business day. See chart below for explanation

Funds Requested	Funds Deposited
Monday	Tuesday
Tuesday	Wednesday
Wednesday	Thursday
Thursday	Friday
Friday	Monday
Saturday	Tuesday
Sunday	Tuesday
Holiday	Next Business Day +1

- Mail original titles complete with lien releases, assignments, and/or applicable vehicle power of attorney documents to:
 - Partners Capital Finance
 - 2640 Jackson Boulevard, Suite 7
 - Rapid City, SD 57702-3400
- Upon Receipt of Vehicle Sale Proceeds
 - Email Cars@PartnersCapitalFinance.com a vehicle payoff request noting vehicle ID, year, make, and model
 - Funds will be swept from dealer bank account the following business day. Dealer will receive an email receipt detailing the interest, fees, and principal payment
 - Original title will be returned as soon as payment is processed, typically 5-7 business days

If you have any questions or concerns, please email or call.