



NEW DEALER MEMBER APPLICATION CHECKLIST

Member Name:
Member Number:
Received Date:

Check	DESCRIPTION	COMMENTS
<input type="checkbox"/>	Membership Application Complete	
<input type="checkbox"/>	Initial Audit Fee Paid (\$995.00)	
<input type="checkbox"/>	One Years Dues Paid (\$1,675.00)	
<input type="checkbox"/>	Insurance Certificate (NMEDA listed as holder)	
<input type="checkbox"/>	NHTSA Letter / does not apply for Canadian apps	
<input type="checkbox"/>	Dealer Participation Agreement (signed)	
<input type="checkbox"/>	Manufacturer Training/Welding Certs or Letters	
<input type="checkbox"/>	QC Manual Received	

CORRESPONDENCE LOG:

DATE	DESCRIPTION	SENT TO: