

SUNSHINE & SET AUTOMOTIVE

4500 Auto Park Drive, Orlando, FL 32811 | (407) 555-0200 | www.sunshineandsetauto.com

VEHICLE DELIVERY CHECKLIST

Deal #:	4821	Date:	April 14, 2026	Time:	3:15 PM
Customer:	Sarah E. Mitchell	Vehicle:	2025 Honda Accord EX-L	Stock #:	N-2547
VIN:	1HGCV1F34PA112847	Salesperson:	Jake Torres	F&I Mgr:	Sofia Ramirez

DEAL JACKET DOCUMENTS

✓	ITEM	VERIFIED BY	NOTES
✓	Buyer's Order — signed by customer and F&I manager	S. Ramirez	
✓	Retail Installment Sale Contract — signed by customer	S. Ramirez	6.99% / 72 mo
✓	Lender Stipulation Sheet — all stips marked received	N. Alvarez	Ally Financial
✓	F&I Menu — signed, accepted/declined products recorded	S. Ramirez	GAP + VSC
✓	Proof of Insurance — declarations page with loss payee	N. Alvarez	Progressive
✓	Florida Certificate of Title Application (HSMV 82040)	P. Bennett	Signed
✓	Odometer Disclosure Statement	J. Torres	Reading: 8 mi
✓	Delivery Checklist — this document	J. Torres	

PHYSICAL DELIVERY ITEMS

✓	ITEM	VERIFIED BY	NOTES
✓	Vehicle keys — 2 sets provided to customer	J. Torres	Keys: 2 of 2
✓	Owner's manual and documentation packet	J. Torres	Stored in glove box
✓	Floor mats — front and rear sets installed	J. Torres	OEM set
✓	Spare tire / tire inflation kit verified present	J. Torres	Inflation kit
✓	Vehicle walkaround completed — no damage noted	J. Torres	Customer initialed

TECHNOLOGY & FEATURE ORIENTATION

✓	ITEM	VERIFIED BY	NOTES
✓	Infotainment / Honda Sensing features reviewed	J. Torres	
✓	Apple CarPlay / Android Auto pairing demonstrated	J. Torres	
✓	Safety and driver-assist systems explained	J. Torres	
✓	First service appointment scheduled	J. Torres	July 14, 2026

Customer Acknowledgment

I confirm delivery and receipt of all items listed above.

Sales Associate

Jake Torres

F&I Manager

Sofia Ramirez

