

Getting Started with AppOne and the Business Bank of Saint Louis

Manage your dealers

On the **Admin Console** tab, **Manage Dealers** page, add, update, or delete dealers.

Set up your Business Bank of Saint Louis program

Program	Collateral	Submit by
Business Bank Fax Program	Auto - Collector Cars, Marine, RV, Piano, Horse Trailer, and Trailer	FAX
Business Bank Piano Program	Piano	Electronically
Business Bank Recreational Program	Auto - Collector Cars, Marine, RV, Horse Trailer, and Trailer	Electronically

- Enable your lending program on the **My Lenders** page on the **Admin Console** tab.
- Check that your collateral shows in the **Collateral Type** list at the top of the page.
- Check the box in the **Select** column to enable a Business Bank of Saint Louis program for your dealership.
- Enter your Business Bank of Saint Louis Dealer ID in the **LenderDealerID** column.

You're ready to start a deal

- Click **New Deal** on the home page.
- Use the **Customer** tab to enter personal, residence, and employment information for the buyer.
- Use the **Credit Bureau** tab to pull and print credit reports.
- Use the **Collateral** tab to verify or fill in information for your collateral.
- Use the **Structure** tab to enter itemization, fee, and other information. Add back-end product information.
- Use the **Lenders** tab to select lenders and submit the deal.
- Use the **Forms** tab to print forms with the click of a button.

Notes:

Complete, compliant Business Bank of Saint Louis documents are available for you right away. Get your free trial to print compliant forms for your non-AppOne lenders.

- Use the **E-Files** tab to upload deal slips immediately.

For more information

Contact your dealer rep or Tyler Kelly; 877-277-6631, extension 1207947;
Tyler.Kelly@wolterskluwer.com