

Dealer Sign Up Instructions for Wells Fargo Consumer Financing

Enroll and Enjoy Our Industry Leading Program and Promotions

☐ **Complete & Submit Electronic Dealer Enrollment Package**

- › Log in to *Comfortsite / Financial Center / Consumer Financing / Enroll Now*
- › If you have been in business for less than 2 years, you will also need to complete in detail the New in Business Questionnaire embedded in the dealer enrollment kit.
- › Submit the completed package directly within Comfortsite or email a copy to RSFDealerEnrollment@wellsfargo.com.

☐ **Wells Fargo Introductory Program Call**

- › Wells Fargo will contact you within a few days of submission to review your application. If they leave a message, it is critical that you return their call to progress to next steps for underwriting and enrollment.
- › The approval process may take 2-3 weeks from submission to activation. In some cases, Wells Fargo may request both personal and business financial statements.
- › Once approved, Wells Fargo will mail you an official start-up kit with materials for your New Merchant Training.

☐ **Complete the Wells Fargo New Merchant Training**

- › You must complete the Wells Fargo New Merchant Training before you begin offering financing. After the training is complete, you will be emailed your Wells Fargo merchant number and temporary passcode for your first-time log on to the Wells Fargo Online Resource Center (ORC).
- › Log in to your ORC and re-set your password.
- › Complete the required Knowledge Checks that review what you learned in New Merchant Training.

☐ **Start Using the Wells Fargo Home Projects Financing**

If you have any questions, please call Wells Fargo at 1-800-577-5313 between 8am-5pm CT or Trane Technologies Financial Services at 1-800-724-6026.