



VEHICLE SERVICE CONTRACT TRANSFER FORM

Please complete this form and send it to the Administrator (with appropriate transfer fee) in the event that the sale of Your Vehicle and the Vehicle Service Contract is to be transferred to the new owner (i.e., Vehicle is sold through consignment or private party). Please note the following:

- 1) This transfer CANNOT be made if the title transfer passes through an entity other than the subsequent buyer...
2) The transfer of the Vehicle Service Contract must be accomplished within thirty (30) days of the sale of your Vehicle.
3) Any remaining factory warranty MUST also be transferred at the same time.
4) All maintenance records showing correct oil changes and factory maintenance must be given to the new owner.
5) A transfer fee of \$75.00 is required and must be submitted with this transfer form.
6) Please check the Transfer Section of the Vehicle Service Contract for any additional transfer provisions.
7) This contract can be transferred only once.

Transfer Form

Contract Number _____ VIN _____
Date Vehicle Transferred _____ Mileage at time of sale _____
Name of New Vehicle Owner _____
Address: _____ City _____
State _____ Zip _____ Telephone _____ Purchase Price to New Owner \$ _____
IMPORTANT NOTE: Coverage will not be effective until the Original Owner signs this form as indicated and the New Owner receives a notification letter from the Administrator.

Original Owner Print Name _____ Original Owner Telephone _____

Signature of Original Owner _____ Date _____

a resident of the City of _____ and State of _____

I, (New Owner)

Hereby acknowledge that I have been informed of, understand and agree with the following:

I am currently applying for a transfer of the above reference Vehicle Service Contract. I understand and agree that as a condition of the transfer of said Vehicle Service Contract, I am responsible for obtaining any and all service records pertaining to the above referenced vehicle.

Your Signature (New Owner)

Date

Mail Transfer Form and \$75.00 Transfer Fee (check made payable to "VPP") to:

268 Christian Church Road
Johnson City, TN 37615 (800) 330-9234