



CANCELLATION REQUEST FORM
ALL CANCELLATIONS ARE FINAL.
COVERAGE CANNOT BE REINSTATED FOR ANY REASON.
SELLING DEALER IS RESPONSIBLE FOR ALL REFUNDS.

Contract Number: _____

Cancellation Date: _____ Contract Date: _____

*cancellation form must be received within 30 days of requested date for said date to be honored.

Year & Model: _____ V.I.N.: _____

QUOTE:

Date Quoted: _____ Quote Expires: _____ Quoted Refund %: _____

Terms: _____ Days Elapsed: _____ Refund Method: _____ Fee: _____

REASON FOR CANCELLATION:

- Customer Request Voided Sale Repossession Total Loss
(unable to use for GAP contracts)
- Contract Payoff (GAP only) Refinance (GAP only) Trade
- Other _____

Dealer/Lessor Name: _____

Buyer/Lessee Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

 Buyer/Lessee Signature Date Dealer/Lessor Signature Date

 Buyer/Lessee Printed Name Dealer/Lessor Printed Name Dealer Phone #

By signing this cancellation request I indicate that I have read and understand this termination policy: I hereby request termination of the program in accordance with the cancellation terms and conditions. I understand I relinquish all rights and provisions and release IAS of any, and all financial responsibility regarding this agreement. All cancellations are final and coverage cannot be reinstated for any reason per the insurance company.

INSTRUCTIONS:

1. Complete all information. (Incomplete forms will be returned unprocessed).
2. Copy of warranty contract and/or warranty card must be attached for cancellation.
3. Include all support documentation for payoff, refinancing, voided sale, trade, repossession, etc.
4. Send to us via mail, fax or email:

<u>mail to:</u>	-or-	<u>fax to:</u>	-or-	<u>e-mail to:</u>
IAS L.P. Administrator		(512) 257-4780		cancellations@iasdirect.com
Cancellations Department		Attn: Cancellations		
10800 Pecan Park Blvd., Suite 410				
Austin, TX 78750				

5. Allow three to four weeks for processing.

For the most recent version of this form please visit <https://www.iasdirect.com/dealerservices/forms/Cancellation%20Request.pdf>

CANCELLATION PROCEDURES

A cancellation request must be received in our office within 30 days of the requested cancellation date to be processed without penalty. All incomplete requests, missing information or support documentation, will be returned unprocessed and will delay refund. All cancellation requests should be received from the dealer and will be processed in order by date received. All refunds are sent to the dealership unless the dealership is out of business.

Cancellation quotes are strongly recommended prior to mailing in a cancellation request. Please use the Cancellation Calculator under the Dealer Services menu at www.iasdirect.com or call (800) 346-6469 to get a cancellation quote.

CANCELLATION QUOTES AND FORMS AVAILABLE AT WWW.IASDIRECT.COM

All cancellation requests require the following:

1. A legible enrollment form (contract) with the enrollment price, the terms in months and contract number.
2. A completed cancellation request form.
3. If the cancellation is due to:

Customer Request - We must have the customers signature or a letter from the customer requesting cancellation. The signed document can be a cancellation request form and sent via one of the methods listed below. Please note that signature on file does not suffice.

Contract Payoff - Proof that the loan has been paid off by an insurance company and a payoff letter from the lienholder.

Total Loss - Any document from the primary insurance company or lien holder stating total loss, or customer signature. If this is a GAP contract, proof of payoff is also required. This ensures us there is no GAP claim to file.

Repossession - A copy of the repossession letter from the lienholder is required.

Vehicle Trade - An odometer statement or a cancellation request signed by the customer.

Voided Sale - A voided contract may be mailed or faxed with "VOID" written on the contract. We will void the contract and issue a full refund as long as the request is received within 30 days of the contract start date.

Send all correspondence to us via mail, fax or email:

<u>mail to:</u>	-or-	<u>fax to:</u>	-or-	<u>e-mail to:</u>
IAS L.P. Administrator		(512) 257-4780		cancellations@iasdirect.com
Cancellations Department		Attn: Cancellations		
10800 Pecan Park Blvd., Suite 410				
Austin, TX 78750				

PLEASE ALLOW THREE TO FOUR WEEKS PROCESSING TIME.