

TRANSFER REQUEST

CURRENT OWNER INFORMATION

Name

Address

City, State, Zip

Phone

Contract Holder's Signature

Date

NEW OWNER INFORMATION

Name

Address

City, State Zip

Phone

New Owner's Signature

Date

VEHICLE INFORMATION

Vehicle

Contract number

VIN

Transfer miles

Transfer date

To initiate a vehicle service contract transfer, the customer must transfer, in writing, the contract to the new owner within thirty (30) days following the sale of the covered vehicle. Please refer to the customer's vehicle service contract for specific transfer requirements and fees.

The following documents must accompany the written transfer request:

- A copy of all maintenance records (for extended warranty service contracts only)
- A copy of the bill of sale or a copy of title transfer / odometer statement from the Department of Motor Vehicles
- Proof of transfer of any remaining manufacturer coverage to new owner, if applicable (for extended warranty service contracts)
- Transfer fee payment made payable to Kornerstone Administrative Services, if applicable
- The original contract form (not a copy)

Within thirty (30) days after receipt of all supporting documents, a new contract will be issued to the new owner of the vehicle for the remaining term of the contract.

CONTRACT ADMINISTRATOR

Kornerstone Administrative Services
111 E Broadway Suite 900
Salt Lake City, UT 84111
877-536-4545