

Required Documentation



Vehicle Factory Invoice

A detailed list of features and equipment for your vehicle. Source: Dealership/Lienholder



Declarations Page

Serves as proof of coverage as well as a summary of your current policy. Source: Insurance Company



Market Valuation Report

A Full Insurance Valuation Report showing how the insurance company determined the Actual Cash Value of the vehicle. Must include any options on the vehicle and mileage at the date of loss.

Source: Insurance Company



Settlement Breakdown

The vehicle's value at date of loss, taxes, fees and any other adjustments. Source: Insurance Company



Settlement Check or Proof of Payment

Copy of insurance payment to your lienholder. Source: Insurance Company



Police Report

Official police report from responding agency. If a police report is not available, please provide a written Statement of Loss (contact Administrator for form). Source: Insurance Company



GAP Contract/Addendum

Contract that outlines the protection details for the vehicle. Source: Dealership/ Lienholder



Finance Agreement

Your finance agreement/contract outlines the details of your financing, including monthly payment, finance amount and interest rate. Source: Dealership/ Lienholder



Purchase Agreement/Bill of Sale

A basic sales contract identifying key information such as the buyer and seller, a description of vehicle and the date of sale. Source: Dealership/ Lienholder



Cancellation Refund Amounts

If warranties were purchased, the cancellation of any vehicle service contract, maintenance contract, life insurance, disability insurance. Source: Dealership



Payment History

A transaction history from your lender showing the detailed account history with running balances. Source: Lienholder



Payoff Quote

Payoff amount of the loan as of the day of loss. Source: Lienholder