



Business • Auto • Home
Life • Health • Disability
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DOWNSD&T
ASSOCIATES
Insurance Specialists

COUNTS Financial Services

131 Elden Street, Suite 300
Herndon, VA 20170

T 703-834-3120
T 800-834-3148
F 703-834-3159

downs-insurance.com

PERSONAL AUTO CHANGE FORM
ADDITION AND/OR DELETION

PHONE: 703-834-3120
FAX: 703-834-3159

INSURED NAME: _____

REQUESTED BY: _____

PHONE NUMBER: _____

ADD VEHICLE

DATE OF PURCHASE: _____ (**exact date** to avoid DMV penalty)

YEAR, MAKE & MODEL: _____

VIN/Serial #: _____ (17 Characters)

PURCHASE PRICE \$ _____

FULL COVERAGE YES / NO OR LIABILITY ONLY YES / NO

LIEN / LEASE GAP COVERAGE: YES _____ NO _____

NAME & ADDRESS OF LIENHOLDER / LEASING COMPANY (circle one if any):

DELETE VEHICLE

DATE SOLD/TRADED: _____ (**exact date** to avoid DMV penalty)

YEAR/MAKE/MODEL: _____

LAST SIX (6) DIGITS OF SERIAL#: _____