

## CANCELLATION REQUEST

Customer Name:	VIN:
Customer's Full Address:	
Agreement Number:	Requested Date of Cancellation:
Reason for Cancellation:	
<input type="checkbox"/> Customer Request <input type="checkbox"/> Voided Sale/Buy-Back <input type="checkbox"/> Repossession <input type="checkbox"/> Contract Payoff <input type="checkbox"/> Total Loss <input type="checkbox"/> Trade <input type="checkbox"/> Other (must explain)	
Dealership Name:	Dealership Phone:
Dealership's Full Address:	
Contract Date:	Customer Charge:
Cancelled Date:	Less Cancellation Fee:
Original Term:	Less Claims Paid (if applicable):
Term Remaining:	Customer Refund:
Refund % Based on Term Remaining:	Lienholder:

*For calculation method and other terms, please refer to page two of this form (Cancellation Worksheet)*

**Product to be cancelled: (A separate cancellation form is required for each product.)**

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Pre-Paid Maintenance<br><small>(Cancel by time only, less paid claims)</small> | <input type="checkbox"/> Combo Product<br><small>(Dent/Windshield/Roadside is cancelled by time only)</small> | <input type="checkbox"/> Theft Protection<br><small>(Cancel by time only)</small> | <input type="checkbox"/> No Use No Lose<br><small>(First 60 Days Only, Full Refund)</small> |
|---|---|---|---|

**By my signature below, I understand and acknowledge that:**

1. The requested cancellation date and the reason for the cancellation are shown above;
2. Any refund payment made to the lienholder will be deducted from the finance agreement's principal balance and that any such deduction may not reduce my monthly payment;
3. The refund will be processed pursuant to the terms and conditions of cancellation identified on the contract of the product being cancelled;
4. An administrative fee may be applicable in accordance with the terms and conditions identified on the contract of the product being cancelled;
5. I have read the instructions on page two (Cancellation Worksheet) and agree to the instructions listed.

**I acknowledge that I have read and fully understand the terms and conditions of cancellation described herein. I understand that the contract I am cancelling terminates once I sign and date this form.**

**I hereby terminate coverage as of the requested date of cancellation above.**

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Customers Signature

Date

Dealers Signature

Date

## CANCELLATION WORKSHEET

### Term Calculation:

Original Term:

Subtract Months Used:

Equals Remaining Term:

Divide Remaining Term by Original Term:                      %

*Multiply % by the Customer Charge minus Cancellation Fee and any Claim Paid,  
if applicable to the product being cancelled.*

Customer Refund:

### Instructions:

1. Complete all information. (Incomplete forms will be returned unprocessed).
2. Copy of original customer contract must be attached for cancellation. In the event the original contract is not available, the Cancellation Request must be notarized.
3. Include all support documentation for payoff, refinancing, voided sale, trade, repossession, etc.
4. Send all copies to your selling dealer.
5. The cancellation processing fee (according to the contract of the product being cancelled) will be assessed on all cancellations.
6. Allow four to six weeks for processing.
7. If there is a leinholder listed on the contract, all refunds will be paid to the leinholder unless proof of payoff is provided with the cancellation request.
8. All cancellations are final and coverage cannot be reinstated for any reason per the insurance carrier.
9. If this request is for other than a cancellation due to repossession, voided sale, or buy-back, the customer **MUST SIGN** this form. All requests for cancellation due to a repossession must be accompanied by proof of repossession by the lender/lessor. If customer signature is not obtainable, a letter from the customer or lender must be provided.
10. Requested cancellation date cannot be any earlier than the date this form is completed and signed by the customer. This form must be submitted to the Administrator identified below within thirty (30) days of the requested cancellation date.

For questions regarding this Cancellation Request or Worksheet, you may contact your  
Selling Dealer or the Administrator:

**1-800-810-8458 or [www.nwan.com](http://www.nwan.com)**