



ALEXANDER EDDY
INSURANCE AND
FINANCIAL SERVICES

AEIFS, Inc. 3699 Wilshire Blvd., Suite 1295, Los Angeles, CA 90010
Telephone 213.637.1870 • Fax 213.637.1873 • www.aeifs.com

INSURANCE • FINANCIAL SERVICES • EMPLOYEE BENEFITS • RISK MANAGEMENT

Update Vehicle Information Add/Delete Physical Damage Coverage

Date: _____ Policy No.: _____

Insured's Last Name: _____ First Name: _____

Vehicle Information:

Year: _____ Make: _____ Model: _____

VIN #: _____

Please fill out one of the following:

1. I wish to add delete new comprehensive and collision coverage to the above-mentioned vehicle, effective _____

Collision deductible \$ _____ Comprehensive deductible \$ _____

2. I wish to **change existing coverage** to the above-mentioned vehicle, effective _____.

Collision deductible: Add Subtract

Comprehensive deductible: Add Subtract

Amount: \$250 \$500 \$1000 \$2500

Amount: \$250 \$500 \$1000 \$2500

Insured's signature: _____ Date signed: _____

Please note photos are required and must be taken by AEIFS to add coverage.

IMPORTANT: No changes are effective until you receive written confirmation from one of our representatives as well as the insurer.

AEIFS, Inc. accepts policy change and bind requests via email and fax but the receipt thereof does not constitute coverage. Email and fax communications are not 100% reliable. It is the responsibility of the insured to confirm that the agent has received and processed the email or faxed correspondence and bind requests. A formal acknowledgement from us will constitute proper receipt and processing of a change request or a bind order. Please keep in mind that this correspondence does not constitute acceptance of the risk or an agreement to insure, and it does not create any obligation of any kind, contractual or otherwise. Once you submit all required documentation we will review your completed application or request and if acceptable we will inform you of our decision and provide you with a binder, provided that you have submitted the required payment and all required documents.

