



VEHICLE CHANGE REQUEST

DATE: _____ REQUESTED BY: _____

INSURED: _____

POLICY NUMBER: _____ REQUESTED EFFECTIVE DATE OF CHANGE: _____

ADDING:

YEAR	MAKE	VIN #	VALUE	LEASED: YES OR NO

PLEASE SELECT THE COVERAGE YOU WANT FOR THE ABOVE LISTED UNIT(S). ONLY THE COVERAGE YOU SELECT WILL BE ADDED TO THE UNIT(S). NOTE THAT A VALUE IS REQUIRED FOR PHYCICAL DAMAGE COVERAGE TO BE ADDED.

COVERAGE(S): LIABILITY _____ PHYSICAL DAMAGE _____ CARGO _____

TYPE OF TRAILER: REEFER _____ FLATBED _____ DRY VAN _____ OTHER (DESCRIBE) _____

WHO IS THE VEHICLE(S) REGISTERED

TO? _____

ARE ANY OF THE VEHICLE(S) OWNED BY AN OWNER/OPERATOR? YES NO

LOSS PAYEE	ADDITIONAL INSURED
NAME:	NAME:
ADDRESS:	ADDRESS:

IF CERTIFICATE NEEDS TO BE EMAILED, PROVIDE EMAIL ADDRESS: _____

DELETING:

YEAR	MAKE	MODEL	SERIAL #

DISPOSITION/REASON FOR DELETION: _____

**THE DISPOSITION IS REQUIRED BEFORE THE INSURANCE COMPANY WILL DELETE A UNIT(S) FROM YOUR POLICY.
IF THIS DELETE IS DUE TO A LEASE TERMINATION, THE INSURANCE COMPANY WILL REQUIRE A COPY OF THE SIGNED LEASE TERMINATION OR BILL OF SALE.**

SIGNATURE: _____

PRINT NAME: _____

EMAIL VEHICLE CHANGE REQUEST TO INFO@ARACHASGROUP.COM

ANY CHANGES RECEIVED AFTER 4:00 pm CT MAY NOT BE PROCESS UNTIL THE NEXT BUSINESS DAY. PLEASE CONTACT 630-855-1000 WITH ANY QUESTIONS.

If this policy is financed, please note that your finance contract is separate from your insurance policy contract. Monthly payments must be made to the finance company until your contract is paid in full. Return premiums for removing vehicles from your policy will take 90-120 days and will be applied directly to your finance contract. If your contract is paid in full, any funds returned by the insurance company to your policy will be returned to you by the agency within 15 days of receipt. It may take the agency 90-120 days to receive the funds back from the insurance company.