

False Pretense Claim Checklist

- Report loss to local police immediately.
- Complete Acord or DealerGuard Notice of Loss form with the following:
 - Date of loss, explain any delay in reporting
 - Location(s) of Loss
 - Claim Contact Name, Direct Phone Number, and Cell Phone Number
 - Chronological list of events leading from time of unit(s) sale to loss report.
- Notify DealerGuard of Loss by phone or email:
 - Phone No.: 800-955-00645
 - Email: DealerGuard.Claims.apu@amwins.com
- Supply following records proving “loss”:
 - **Police report showing criminal intent** and loss details.
 - Complete “Deal Jacket” or Sales File substantiating transaction details.
 - Copy Customer’s Original Driver’s License.
- Provide proof of Ownership:
 - New Vehicle MSO
 - Used Vehicle Title (Front and Back)
 - Title search with no impairment prior to acquisition (Used Inventory Only).
- Furnish all documentation substantiating property value:
 - Dealer Inventory Value Sheet
 - All repair invoices performed on vehicle
 - Factory Invoice (New Units Only)
 - Auction Purchase Sheet or Trade-in Sheet (Used Units Only)
- Take all reasonable steps to protect inventory from further “loss” or damage.
- Clean damaged inventory and segregate from undamaged inventory
- Make all damaged vehicles available to field appraiser for inspection
- Allow sufficient time for investigation of “loss” including inspection of all records proving “loss”.

*This checklist does not supplant or supersede policy language. While this checklist is intended to be complete, unique claim circumstances may dictate additional steps/procedures be performed and additional data obtained. Any additional steps/procedures/requests will be made in accordance with policy terms and conditions. *

This correspondence is sent by DealerGuard as authorized administrator for Lexington Insurance