

Principal Auto Gap – Notice of Loss

Customer/Borrower:							
Street Address:							
City, State, Zip:							
Phone:		Email:					
Waiver Number:							
Loan Date:		Term:					
Lien holder: (Payee for GAP Benefit)		Account Number with Lien holder:					
Lien holder Mailing Address:							
City, State, Zip:							
Date of Loss:		Odometer Reading at Loss:					
Type of Loss:		Physical Damage – Customer’s Insurance		3rd Party Claim		Theft	
Insurance Company:		Settlement Amount:		Customer’s Deductible:			
Collateral : (Year, make model and VIN)							
Form Completed By:							

<i>What We Need</i>	<i>Where You Can Find It If You Don't Have It</i>	<input type="checkbox"/>
Copy of GAP Waiver	Dealer	
Copy of Loan/Lease Agreement	Dealer or Lender	
Copy of Dealer Purchase Order for the vehicle	Dealer	
If you purchased your vehicle NEW – Copy of the Dealer Window Sticker showing how vehicle was equipped & MSRP OR New Car Dealer Invoice.	Dealer or Lender	
If you purchased your vehicle USED – Copy of the retail book value at the time of vehicle purchase. This could be either Kelley Blue Book, NADA, etc. Dealer may refer to this as a “book-out” sheet.	Dealer or Lender	
Copies of all products and policies, i.e. service contracts, extended warranties, maintenance, tire/wheel, etc. and, cancellation refund documentation if such items were included in your financed amount.	Dealer or Lender	
Copy of the Insurance Settlement Worksheet with breakdown and a copy of the settlement check.	Insurance Agent	
Copy of the Insurance Company’s Valuation showing how they computed the value of your vehicle. (Examples may be a “CCC Valuescope Report” or an “ADP AutoSource” report; this is typically several pages in length).	Insurance Agent	
Copy of Police/Crash/Accident Report that details events of incident.	Police	
Copy of Loan documents showing loan effective date, loan fund amount & payments made on your loan.	Lender	

Return this form and all required documentation in one of the following ways:

Fax: 1-888-983-0333	US Mail: Principal Warranty Corp – Attn: GAP Claims Department 1500A E College Way PMB 541 Mount Vernon, WA 98273	Email: claims@principalautogap.com
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