

CHANGE OF RECORD FORM

Please print or type legibly. Additional forms may be needed depending on the change.

D# _____ Dealer Name _____

DBA Addition or DBA Name Change

DBA Removal

DBA _____

Phone/Fax/Email Change

(Your business phone must be in the business name and listed with the phone company)

Business Phone _____

Fax _____

Cell Phone _____

Email Address _____

Owner's Name _____

(Please Print)

Signature of Owner **X** _____ Date _____

Signature

Location Changes and application for Supplemental Locations must be completed on the (D12a); all Franchise Certifications must be submitted on the (D100) with a copy of the Franchise Agreement. Insurance and Surety Bond changes and updates must be submitted in their entirety on appropriate policy forms through their policy carriers. Any ownership changes must be submitted on the D-23 form and accompanied with all designated documentation.