

VEHICLE SCHEDULE CHANGES

FAX TO (818) 591-8365 or EMAIL TO VSC@BEDFORDINSURANCE.COM

FROM: _____	<input type="checkbox"/> BROKER <input type="checkbox"/> INSURED	TODAY'S DATE: _____
NAMED INSURED: _____		TIME PREPARED: _____
PHONE: (_____) _____ - _____		ACCOUNT # _____
EMAIL: _____		POLICY # _____

(When submitted through www.BedfordInsurance.com, a copy of this request will be emailed to the email address provided above.)

PLEASE COMPLETE ALL FIELDS FOR EACH ADDED/DELETED VEHICLE

#	ADD	DELETE	YEAR	MAKE	MODEL	VIN <i>(Include full vehicle identification number for additions and last 6 numbers for deletions)</i>	INCLUDE PHYSICAL DAMAGE*	DELETE PHYSICAL DAMAGE	EFFECTIVE DATE OF CHANGE*
1	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
2	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
3	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
4	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
5	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
6	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
7	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
8	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
9	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	
10	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	

***INCLUDE PHYSICAL DAMAGE** – PHYSICAL DAMAGE WILL BE INCLUDED FOR NEWLY ADDED VEHICLES ONLY WHEN SUCH COVERAGE HAS BEEN PREVIOUSLY QUOTED AND APPROVED BY BEDFORD INSURANCE SERVICES, INC.

***EFFECTIVE DATE OF CHANGE** – PLEASE REFER TO THE ATTACHED "PROCEDURES FOR ADDING AND DELETING VEHICLES" FORM.

NOTE: AN UPDATED VEHICLE SCHEDULE WILL BE MAILED FOR ALL ADDITIONS AND DELETIONS RECEIVED BY BEDFORD. IF YOU DO NOT RECEIVE AN UPDATED VEHICLE SCHEDULE WITHIN 2 WEEKS OF REQUESTING THE CHANGE, PLEASE CALL BEDFORD IMMEDIATELY AT (800) 669-9800.

FOR BEDFORD USE ONLY	AUTHORIZED BY: _____	DATE: _____
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