***CLAIM CHECK LIST***

[ ]  NOTICE OF LOSS / CLAIM FORM

[ ]  SECURITY AGREEMENT / CONTRACT

[ ]  COMPLETE PAYMENT HISTORY

[ ]  POLICE REPORT (IF AVAILABLE, REQUIRED ON CUSTOMER CLAIMS)

[ ]  INSURANCE (COPY OF POLICY)

[ ]  REPOSSESSION AFFIDAVIT (FORM COMPLETED FOR REPO TITLE)

[ ]  COPY OF TITLE OR N.O.S.I.

[ ]  DATE NEXT PAYMENT DUE      /     /

[ ]  DATE OF LOSS OR REPOSSESSION      /     /

***SKIP CLAIM CHECK LIST (INCLUDE THE ABOVE DOCUMENTS)***

[ ]  CURRENT CREDIT BUREAU

[ ]  LOAN AND/OR CREDIT APPLICATION**\***

[ ]  RIGHT TO CURE

[ ]  BLANK HOLD HARMLESS

[ ]  SKIP TRACING EFFORTS, *DOCUMENTED****\****

[ ]  OUTSIDE SKIP TRACER’S NAME AND REPORT

[ ]  PHOTOCOPIES OF ALL CORRESPONDENCE

[ ]  CO-MAKER, IF APPLICABLE, LOCATION

 **\*** must be included in skip claim or claim will be considered incomplete

Documents can be sent via email, mail or fax to:

**R. G. COURTER & CO., INC.**

**P. O. Box 33133 Kansas City, MO 64114**

**Phone: 816-333-0370 Fax: 816-333-3210**

**Bob@rgcourter.com**