

DEALERS RESOURCES INC.


"A Personal Commitment"

To submit a certificate for cancellation to Dealers Resources, Inc.:

The following items MUST be submitted:

- Copy of **insurance certificate** (always)
- Proof of payoff if refund is going to **customer**, "repo" letter if the vehicle was **repossessed**, and if the dealer needs to be paid on the refund, proof that the money is due to the dealership (copy of check issued by dealer to creditor etc...)
- Cancellation ticket filled out *if* car is not paid off and check will be going to the bank.

*****IF LOAN IS PAID OFF, ONLY THE PROOF OF PAY OFF AND INSURANCE CERTIFICATE WILL BE NECESSARY!!*****

Cancellations can be submitted by fax or mail to the office:

FX# 248-344-9751

Dealers Resources, Inc.
660 Griswold
Northville, MI 48167

Assuming that all the required documentation is submitted, checks will generally be issued with in two weeks.

Any questions, please contact at Dealers Resources, Inc. at 248-344-4800