

# Auburn University

Auburn University, Alabama 36849-5104

Risk Management & Safety  
316 Leach Science Center

Telephone: (334)844-4533  
Fax: (334)844-4942

## Request to Add Insurance Coverage for an Auburn University Vehicle

Department Adding the Vehicle: \_\_\_\_\_

Name of Person Adding the Vehicle: \_\_\_\_\_

### Vehicle Information:

Purchase Date: \_\_\_\_\_

Vehicle Year: \_\_\_\_\_

Vehicle Manufacturer: \_\_\_\_\_

Vehicle Model: \_\_\_\_\_

Vehicle Identification Number: \_\_\_\_\_

Cost Price New: \_\_\_\_\_

Tag Number: \_\_\_\_\_

Property Control Number: \_\_\_\_\_

Is the Vehicle Leased or Owned? \_\_\_\_\_

If Leased, Please Provide Leasing Company's Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Is the Vehicle Financed? Yes \_\_\_\_\_ No \_\_\_\_\_

If Financed, Please Provide the Bank Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Is Physical Damage Coverage Needed For This Vehicle? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date