



Transfer Application

Guidelines:

- Contract can only be transferred from original owner to subsequent private owner (no dealer trade-ins).
- Contract can only be transferred once.
- A transfer fee is required per contract transferred, see number 5 below
- All required documents noted below must be received by MBPI within 30 days of the vehicle sale date.
- This is an application only, subject to the terms and conditions of the transfer and acceptance by the Administrator.

Information to Include with the Transfer Application:

1. Application filled out completely and notarized.
2. Original Contract (or photocopy)
3. Copy of Bill of Sale and Odometer reading and/or front and back of title showing sale date/mileage and to whom.
4. Validated maintenance records: annual required maintenance prescribed by the manufacturer, oil changes, fluid service, etc. if applicable to the contract.
5. Transfer fee: for all states except Florida, make a check or money order payable to Mechanical Breakdown Protection, Inc. for \$50.00. For Florida, make payable to MBP Network, Inc. for \$40.00
 - a. Vehicle Service Contracts: If the Vehicle will be used for Business Use, there is an additional \$250 surcharge. Please make a separate check or money order from the transfer fee. Vehicle not eligible for Business Use are as follows: vehicles used for hauling for hire, delivery, express/quick delivery, tow delivery (boats, cars, trailers, etc.), shuttle, taxi or limousine services, police or other law enforcement services, emergency services, security services, snow plowing, oilier, cable or line installation or removal, cab/chassis or any rental vehicle.
6. If the Contract was originally financed, a letter from the finance company reflecting a paid in full status must accompany the transfer application.
7. If the transfer is due to the death of the previous owner, the following is also needed:
 - a. Copy of Death Certificate
 - b. Power of Attorney papers or copy of the will showing who gained control of the vehicle after death. This person will also need to sign the Seller portion of the transfer form, for which the signature will need to be notarized.

Mail the completed Transfer Application and applicable information to the following:

MBP Network
Attn: Transfer Department
250 NE Mulberry Lee's Summit, MO 64086 800-325-7484

Seller Information:

Contract Holder

Registration/Application #

Date Issued

Issuing Dealer

Year

Make

Model

Serial Number (VIN)

Mileage at Sale/Transfer

State of _____

County of _____

This day personally appearing before me, _____,
(Print or Type Name)

State the above information is true and correct.

Sworn to and subscribed before me this ____ day of _____ 20 ____.

Seller Signature

Notary Public

My commission Expires: _____

Buyer Information:

Purchaser's Name

Date of Sale/Transfer

Phone Number

Email

Address

City

State

Zip

The new owner named herein acknowledges that he/she has read, understands, and hereby agrees to the terms and conditions of the Contract. Buyer also acknowledges that partial or the entire limit of liability for this Contract may have been utilized at the time of this transfer. (Call MBPI at 800-3257484 for more information concerning "the limit of liability".)

Signature of Buyer