



Complete Recovery Company

NOTICE OF REPRESENTATION

This letter will serve as notice that Complete Recovery Company (“CRC”) has been retained _____ (“Client”) to serve as its agent in the processing and recovery of proceeds due the Client for all claims involving collision/damage loss to Client’s vehicles. CRC has full authority to represent, negotiate, litigate and settle the claim without additional approval or consultation. Client gives CRC Power of Attorney to act in its behalf to negotiate claims and settlements, sign and/or endorse documents, drafts, titles and/or settlement checks and other transaction documents associated with all claims Client provides to CRC to process.

Respectfully,

Signature Title

Dated this _____ day of _____, 20 _____.

Witness Witness



Complete Recovery Company

CLAIM FORM CHECKLIST

For: _____

**To: Complete Recovery Company, Inc. ~ or ~ Fax (215) 355-5702
4612 Street Road
Trevose, PA 19053**

Date Sent: _____

Renter: _____

Third Party: _____

Unit #: _____

Rental Agreement #: _____

Date of Loss: _____

VIN#: _____

LDW

Comments:

Documents Submitted:

Rental Agreement (open) _____ (closed) _____

Police Report

Incident Report

Check-out Slip

Check-in Slip

Damage Estimate/Appraisal

Invoices

Photos

Other _____ Other _____