



**EZ AUTO SOLUTIONS**  
**Studio City – Mill Valley**  
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 Toll Free 866 EZ Autos  
 Fax 818-301-0452  
 www.ezautosolutions.com

**DELIVERY CHECKLIST**  
**PURCHASE (without financing)**

**In order to prepare the purchase documents, the dealership will need the following information:**

1. How do you plan to hold title to the car? For example, "Joseph H. Smith or Audrey U. Smith", "Joseph H. Smith and Audrey U. Smith".

\_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

**In addition, the dealership will need the following information for its files:**

1. Registered owner - date of birth and social security number

Registered Owner	Date of Birth	Social Security #

2. Home address and phone number of the registered owner(s)

\_\_\_\_\_ Address

\_\_\_\_\_ City, State, Zip

\_\_\_\_\_ Phone Number

3. Work address and phone numbers of the registered owner(s)

\_\_\_\_\_ Address

\_\_\_\_\_ City, State, Zip

\_\_\_\_\_ Phone Number

**Please FAX this information back to us at 818-301-0452.**

**Finally, the dealership will need copies of the following documents:**

1. **Driver's licenses** of all persons who are signing the purchase contract.

Suggestion – to ensure the copy of the driver's license faxes well, copy the driver's license at 125% size. If your copier is not able to do this, a regular size copy is fine.

2. **Proof of insurance** such as an insurance policy or insurance card.

The information you provide can be from your current car. The proof of insurance must contain the following:

- a. insurance company name
- b. policy number
- c. insurance agent name (if any)
- d. insurance company or agent phone number
- e. policy expiration date

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