



USA Request for Transfer Form

Agreements may be transferred to subsequent owners if the maintenance has been performed as required by the manufacturer and upon proof of equipment acquisition. All contracts submitted for transfer are subject to approval by Comfort Shield. Requests will not be processed if any information is missing from this form. You may be required to submit additional documentation such as a closing document. If authorized, a revised Certificate of Coverage will be printed within thirty (30) days of your request.

Important Note: The original manufacturer's warranty may not transfer to subsequent owners. Contact the manufacturer of your covered product for more information. Additional "Parts Only" coverage may be available for purchase through your dealer or an authorized dealer.

Contract Transfer Date: Default (Date request is received by AIG or postmarked via US mail.)

Items in **bold** are required.

Dealer Information

Dealer Name: _____

Lennox Dealer Number: _____

New Customer Information

Contract Number: _____

Equipment Owner: _____ Company Name: _____
(Company Contact) (First) (Last)

Phone: _____ E-mail: _____
(Required for certificate printing)

Installation Address: _____
(Please confirm the installation address from the original contract)

City: _____ State: _____ Zip Code: _____

Transfer Requirements

- I confirm that maintenance has been performed as required by the manufacturer.
- I have included supporting documentation of equipment acquisition such as property closing document or bill of sale or original owner's signature.

Printing Options

- Dealer Receipt Options:
- E-mail Certificate of Coverage to the dealer e-mail address on record.
 - Mail Certificate of Coverage to the dealer address on record.
 - Does not need new Certificate of Coverage.

- Customer Receipt Options:
- E-mail Certificate of Coverage to the e-mail address listed in customer information.
 - Mail Certificate of Coverage to the installation address.

New Equipment Owner Signature: _____ Date: _____

Original Equipment Owner Signature: _____ Date: _____
(Only required if serving as proof of new ownership)