



Insurance & Risk Management
301 Samford Hall

Telephone (205) 726-2395
Fax (205) 726-2754

Request to Add Insurance Coverage For a Samford University Vehicle

Department Adding the Vehicle: _____

Name of Person Adding the Vehicle: _____

Vehicle Information:

Purchase or Lease Date: _____

Vehicle Year: _____

Vehicle Make: _____

Vehicle Model: _____

Vehicle Identification Number: _____

Value of Vehicle: _____

Tag Number: _____

Is the Vehicle Leased or Owned? _____

If Leased, Please provide Leasing Company's Information:

Name: _____

Address: _____

Signature

Date