



## CHANGE REQUEST FORM

MEMBER: \_\_\_\_\_

Requested by: \_\_\_\_\_

### AUTOMOBILE:

\_\_\_ Add \_\_\_ Delete \_\_\_ Change Effective: \_\_\_\_\_

Year	Serial #
Make/Model	Original Cost New (Replacement Cost)
Use (Pumper, Dump Truck, Police, Admin)	Garage Location

NOTE: **Non-emergency vehicle** valuation is based on Original Cost New and is not eligible for Replacement Cost.  
**Fire/EMT Emergency Truck** valuation may be Actual Cash Value, Stated Amount or Replacement Cost.

### ELECTRONIC DATA PROCESSING:

\_\_\_ Add \_\_\_ Delete \_\_\_ Change Effective: \_\_\_\_\_

Make	Hardware Limit
Model/Serial #	Software Limit

### MISCELLANEOUS PROPERTY:

\_\_\_ Add \_\_\_ Delete \_\_\_ Change Effective: \_\_\_\_\_

Year	Serial #
Make	Replacement Cost
Model	Garage Location

### BUILDINGS & CONTENTS:

\_\_\_ Add \_\_\_ Delete \_\_\_ Change Effective: \_\_\_\_\_

Address	Occupancy
Real Property (Building) Limit	Personal Property (Contents) Limit
Square Footage	Construction Type & Year Built