

Motor Dealer Customer Compensation Fund Demand Letter to Motor Dealer

Date: _____

Motor Dealer's Name: _____

Motor Dealer's Address: _____

To: Dealer Principal / General Manager

This Demand Letter is sent in compliance with Section 6 of the *Motor Dealer Customer Compensation Fund Regulation* providing you with **30 days** from the date of this Demand Letter to honour this demand.

DEMAND:

This formal Demand Letter is a final request to resolve my / our complaint for the value of \$ _____ with respect to _____ year / make/ model of the vehicle

VIN # _____
if available

Please be advised that should this complaint remain unresolved, I / we will file a claim for compensation from the Motor Dealer Customer Compensation Fund.

THIS COMPLAINT IS BASED ON THE FOLLOWING:

MY / OUR CONTACT INFORMATION:

Home Phone _____ Business Phone _____ Cell Phone _____

Mailing address _____

Yours truly,

First Name: _____ Last Name: _____ Signature: _____

First Name: _____ Last Name: _____ Signature: _____

IMPORTANT:

1. MAKE a copy for your records

2. If motor dealer is in business, send original Demand Letter to Motor Dealer by registered mail or hand deliver. **3. If motor dealer is not in business, attach original Demand Letter to your claim application**
Keep registered mail receipt.