



Please complete the following for any address or personnel change at your dealership. Please fax this completed form to the POWER Support Center at (937) 485-4039.

Address Changes

Mark the address needing to be updated and then complete the appropriate fields below:

Physical Address **Letters Address** **Tape/Bulk Mail Address**

Dealership Name _____

Address 1 _____

Address 2 _____

City _____

State _____

Zip Code _____

Main Dealership Phone _____

Main Dealership Fax _____

Special Note _____

Personnel Changes

Title **Name/Spelling Change**

Dealer _____

Systems Admin. _____

Controller _____

Office Manager _____

Payroll Administrator _____

Parts Manager _____

Title **Name/Spelling Change**

General Manager _____

Sales Manager _____

F&I Manager _____

Business Manager _____

Parts & Service Director _____

Service Manager _____

Signature _____ **Date** _____

Name (Please Print) _____ **Title** _____

Dealership Name _____ **Client Number** _____