



UVC Account Number:

Dear Members,

Thank you for contacting us regarding your membership with Universal Vacation Club. In order to **change the name** on a contract, the maintenance fees must be current, and the following are required:

1. A check or money order in the amount of \$100.00 U.S., payable to ResortCom International - Please make certain your account number is on your check.
2. A certified or notarized copy of the legal document(s) verifying the name change; ie: **divorce decree**, marriage certificate, court order, trust agreement, d.b.a. license, etc...
3. A completed Ownership Information Request Form (See Attached).

**NOTE:** When completing an "Ownership Information Request Form" for this "name addition":

"Grantors" are members currently on the account.

"Grantees" are those that are to be on the account when the transfer is complete.

(If the Grantor would like to remain on the account, he/she will need to sign as both the 'Grantor' and the 'Grantee'.

Should you have any questions, please do not hesitate to call us at 1-800-366-2296. Our mailing address is Universal Vacation Club, P.O. Box 881069, San Diego, CA 92168-1069.

Member Services  
ResortCom International

**“OWNERSHIP INFORMATION REQUEST FORM”**

THIS FORM DOES NOT TAKE THE PLACE OF ANY LEGAL DOCUMENT. IT IS DESIGNATED TO ENSURE THAT RESORTCOM INTERNATIONAL HAS ACCURATE INFORMATION FOR PROSESSING YOUR REQUEST.

**PLEASE PRINT**

RESORTCOM INTERNATIONAL ACCOUNT #- \_\_\_\_\_

GRANTOR/SELLER'S NAME(S)

\_\_\_\_\_  
\_\_\_\_\_

GRANTOR/SELLER'S ADDRESS(ES):

\_\_\_\_\_  
\_\_\_\_\_

GRANTOR/SELLER'S TELEPHONE(S):

HM # \_\_\_\_\_ WK # \_\_\_\_\_

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GRANTEE/PURCHASER'S NAME(S)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

GRANTEE/PURCHASER'S ADDRESS(ES):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

GRANTEE/PURCHASER'S EMAIL \_\_\_\_\_

GRANTEE/PURCHASER'S TELEPHONE(S):

HM # \_\_\_\_\_ WK # \_\_\_\_\_

**THIS FORM MUST BE RETURNED, ALONG WITH YOUR PAPERS –  
DOCUMENTS & TRANSFER FEE or IT MAY DELAY PROCESSING**

