



UVC Account Number:

Dear Members,

Thank you for your recent inquiry regarding the membership with Universal Vacation Club. In order to **remove a name** from a contract, the account must be current, and, the following items are required:

1. A check or money order in the amount of \$100.00 U.S., payable to ResortCom International **(please make certain that the account number is on your check or money order).**
2. Any one of the following:
 - a. A notarized letter, signed by the person whose name is being removed, whereby they relinquish all rights in the membership, and signed by the member(s) retaining the membership, whereby the member(s) accepts the responsibility of the membership, or...
 - b. A copy of a divorce decree, showing the membership has been awarded to the person in whose name the membership will remain, or...
 - c. Death certificate(s) of member(s) being removed.....
3. A 'change of 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'.

If you have any questions, please do not hesitate to call us at 1-(800) 366-2296. Our mailing address is ResortCom International, 404 Camino del Rio South, San Diego, CA 92108.

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 # _____

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

