



**Secretary of State
Professional Licensing Boards Division**

INSTRUCTIONS FOR FORM CANCELLATIONS AND DELIVERIES

Contract Number

Fill in the number assigned to the contract.

Contract Date

Fill in the date the contract was written.

Name

Fill in the name of the person who the contract is for.

Cancellation Or Merchandise/Service Delivered

Fill in a brief description of the merchandise or service listed on the contract that was delivered or cancelled. (Examples: Marker, Vault, O/C, Funeral Service, Casket)

Cancellation or Delivery Date

Fill in the date the merchandise or service was cancelled or delivered.

Sale Price

Fill in the sale amount of the item(s) that were cancelled or delivered. This amount should equal the amount listed on the sales contract for such items.

Amount Escrowed

Fill in the amount that was deposited in the escrow account for the item(s).

Interest Accrued

Fill in the amount of interest that has accrued on the contract.

Amount Reclaimed

Fill in the amount eligible for withdrawal from the preneed escrow account. This amount should equal the amount escrowed plus interest accrued.

