



**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.

Secretary of State  
Professional Licensing Boards Division  
237 Coliseum Drive  
Macon, GA 31217  
404-424-9966  
www.sos.ga.gov/plb/funeral

Establishment Name: \_\_\_\_\_

Establishment No.: \_\_\_\_\_

**CANCELLATIONS and DELIVERIES**

Contract Number	Contract Date	Name	Cancellation Or Merchandise/Service Delivered	Cancellation Or Delivery Date	Sale Price	Amount Escrowed	Interest Accrued	Amount Reclaimed