## MADISON COUNTY, ALABAMA

## OFFICE OF

License Commissioner

## **MARK CRAIG**

PHONE (256) 532-3310 FAX (256) 532-3500



MADISON COUNTY COURT HOUSE 100 NORTHSIDE SQUARE RM 108 HUNTSVILLE, ALABAMA 35801-4820

(date)
(Name & Mailing Address of Leasing Company)
TO WHOM IT MAY CONCERN:
In order for to register the following leased vehicle in the State of Alabama, we must have the <b>ORIGINAL</b> Title of the vehicle and a notarized Power of Attorney appointing them permission to title and register the vehicle in Alabama.
Please mail this information to us as soon as possible to the address below. Thank you for your assistance.
Mark Craig, License Director Attn: Title Clerk Madison County License Department 100 North Side Square Rm 108 Huntsville, AL 35801-4820
The following information is provided to assist you in locating the correct person and vehicle.
Name of Lessee  Lease Acct No  Year Make VIN  Lease Company's 800 number, if available
Copies to:
Original to Leasing Company  1 <sup>st</sup> Copy File Copy  2 <sup>nd</sup> Copy - Customer Name  Address
Daytime Phone

To inquiry if the paperwork has been received, please contact 205-532-3311. Paperwork, if it has been received, will be filed under "Active Mail File."