

**ACTION  
AUTO  
RECOVERY**  
SINCE 1967

— Southern California Repossession & Skip Tracing Experts —

[www.RepoBiz.com](http://www.RepoBiz.com) / [action@repobiz.com](mailto:action@repobiz.com)

State License RA 1798

**Serving: Los Angeles and Orange Counties**

**Hold Case / Assignment Notification**

From - Financial Institution Name: \_\_\_\_\_

Financial Institution Customer Name: \_\_\_\_\_

Vehicle Year, Make & Model: \_\_\_\_\_

Full VIN or last 8: \_\_\_\_\_ Account number: \_\_\_\_\_

**The above listed assignment / case is now on HOLD until further notice.**

**Our case / assignment to you is on HOLD due to:**

- \_\_\_\_\_ We have a promise to pay on: \_\_\_\_\_
- \_\_\_\_\_ Please Re-Open Case / Assignment on this date: \_\_\_\_\_ if you do not hear from us.
- \_\_\_\_\_ Vehicle has been impounded, hold until we can provide you the correct paper work.
- \_\_\_\_\_ Our Skip Department is working to provide you better information.
- \_\_\_\_\_ We are going legal.
- \_\_\_\_\_ Other: \_\_\_\_\_

Please send your HOLD confirmation number once you receive this fax notification.

**We understand Action Auto Recovery's HOLD policy is for 4 days, after which we will need to call you to close out the case / assignment or re-open it. Our Contracted Close Case / Assignment fee will apply.**

Thank you,

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Direct Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please sign & date above and fax to us at: (562) 989-1414**