



LETTER OF INSTRUCTION
PPSA

TO: WESTERN CIVIL ENFORCEMENT AGENCY
Unit 126, 1111 – 6th Ave S.W.
CALGARY T2P 5M5

PHONE: 403-236-2566
FAX: 403-236-2275
western@civilenforcement.com

Name of Creditor(s) _____

Name of Debtor(s) _____

Number of Debtor _____

Address of Debtor(s) _____

Debtors Employer _____

Current Arrears \$ _____ Full Balance: \$ _____

Vehicle Information VIN: _____

Year: _____ Make: _____ Model: _____ Color: _____

Seized assets are to be (mark one): Placed in storage Auction

Surrender seize asset to: _____

If you wish us to prepare and/or serve the Notice of Intent to Sell please indicate by circling how the security is to be sold: public auction tender private sale other: _____

Please attach a copy of your Security Agreement / Contract and Verification Statement / PPR Registration

We the undersigned hereby indemnify Western Civil Enforcement Agency Inc. and its agents and employees in respect to its fees, charges, expenses and any claims for damages that might be incurred in respect of any function or duty carried out under the *Civil Enforcement Act*, or any other act during the term of this agreement. This indemnity does not extend to any proven liability arising from the negligence of willful misconduct of Western Civil Enforcement Agency Inc. Should litigation occur the Customer agrees to provide further indemnities and bonds and to provide or fund any legal representation required by Western Civil Enforcement Agency Inc. and the cost of legal action against Western Civil Enforcement Agency Inc. The customer agrees to pay all solicitor-client costs of Western Civil Enforcement Agency Inc. should the Customer default in paying any costs arising from this agreement. We authorize Western Civil Enforcement Agency Inc. and your civil enforcement agency to act as our agent to perform the necessary searches and to complete any documentation necessary for seizure to be affected in this matter

Instructing Client/Company Name _____

Address _____

Phone: _____ Fax: _____ Email: _____

Credit Information

Card Name: _____

Expiration: _____

Card Number: _____

CVV Code: _____

Client Signature

Date