



Community Resource

CREDIT UNION

P.O. Box 3181, Baytown, Texas 77522 • 1.800.238.3228 • www.crcu.org

Required Documents for GAP Claim

Document Needed	Who to Contact for Needed Documentation
Color Photos from Insurance Claim Adjuster	Insurance
Settlement Breakdown Statement	Insurance
Settlement Evaluation Report	Insurance
Police Report (if unrecovered theft)	Insurance/Police Department
Loan Finance Agreement	CRCU
GAP Contract	CRCU
Complete Loan Payment History	CRCU
Payoff Statement at time of loss	CRCU
Copy of Buyer's Order/ Purchase Order (if vehicle purchased at dealer)	CRCU
MSRP (new vehicles only)	CRCU
Proof of Refund from Warranty and other cancelable items (if applicable)	CRCU or Dealership (Dependent on where purchased)