

**VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
OFFICE OF CONSUMER AFFAIRS**

PO Box 526 • Richmond, VA 23218-0526  
Consumer Protection Hotline (800) 552-9963 or (804) 786-2042 • Fax: (804) 225-2666 • www.vdacs.virginia.gov

OCA-62 Revised 07/06

**REMITTANCE FORM  
EXTENDED SERVICE CONTRACTS**

\_\_\_\_\_  
(Name of Company)

\_\_\_\_\_  
(Address)

Check Amount \$ \_\_\_\_\_

Check Number \_\_\_\_\_

ANNUAL REGISTRATION FEE: \$300  
AMENDMENT FEE: \$100

Registration fee code: 960-02200  
Amendment fee code: 960-02799

**\$100 (Late fee prior to the sale of ESC's 30  
day period after 7/1/05)**

**\$50 (Late fee annual renewal for each 30 day  
period after 7/1/05)**

Federal Employer Identification Number: \_\_\_\_\_

- 1) Have you enclosed all necessary items in your registration packet?
- 2) Have you completely answered each question and provided the proper exhibit?
- 3) Have you signed and had your registration notarized?

**NOTICE:**

Please make checks payable to: **TREASURER OF VIRGINIA**

Please attach completed remittance form to front of registration application with check and mail to:

VDACS  
PO Box 526  
Richmond, VA 23218-0526

The Code of Virginia authorizes state agencies to assess interest, administrative charges and penalty fees for returned checks and past-due accounts in accordance with guidelines promulgated by the Department of Accounts.