

TRP Form This form is to be completed in full and filed for each order of a Theft-Relevant Part (TRP)

Dealers must maintain this form and all supporting documentation on file for not less than 10 years.

Name and address of the vehicle owner	TRP Repair Order No.
	Order date
Name and address of the authorized party	Dealer code
	Vehicle identification Number (VIN)
Mercedes-Benz Dealer Stamp	

Order Accepted

_____ Date _____ Name of Dealer employee, printed _____ Signature of dealer employee

TRP Ordered +

_____ Date _____ Name of customer, printed _____ Signature of customer

Checklist for documentation of Theft-Relevant Parts in accordance with Policy PAC003

Reason for TRP order

Part name, number, quantity and Paragon order number _____

Verification of owner and authorized party identity, and vehicle ownership (prior to accepting order)

- Vehicle owner's drivers license or passport*
- Authorized party's driver's license or passport*
- Original authorization letter from vehicle owner (for authorized party only)**
- USA vehicle registration or title in owner's name*

Document number

Initials of dealer employee

TRP delivery to customer

- Customer identity and vehicle ownership re-checked
- All required paperwork attached to this form
- TRP programmed to vehicle in Dealer workshop
- Old TRP is available and properly disposed by dealer
- Old TRP was returned to MBUSA QEC for review
- Ordered TRP was not picked up and therefore properly disposed by dealer
- Key tracks for any unaccounted keys were disabled
- Customer informed that programming is required for this TRP, must be carried out at the dealer

Signature of customer

- Old TRP retained at customer request
- Customer was informed in the case where a key was lost that a new mechanical lock set must be installed

TRP handed out

Part name, number, and quantity _____

TRP Delivered

_____ Date _____ Name of Dealer employee, printed _____ Signature of dealer employee

TRP Received

_____ Date _____ Name of customer, printed _____ Signature of customer

* Originals presented and both sides photocopied for attachment to this form. ** Original attached to this form.
+ The person ordering has been informed that the vehicle must be brought in for the collection and programming of the electronic key.
TRP Form, MBUSA-122531448495, Rev 10/2008, initial issue