

**191—105.2(523A) Numbering purchase agreements.** Preneed sellers shall assign numbers, in sequential order, to each purchase agreement sold during a calendar year.

**105.2(1)** Prenumbered contracts are not required. If a contract is not prenumbered, the sales agent shall write the contract number on the purchase agreement at the time it is executed.

**105.2(2)** The copy of the purchase agreement given to the purchaser shall include the contract number assigned to the purchase agreement.

**105.2(3)** If a correction to the contract number is required, the correction shall be recorded in the sales logs required by subrule 105.3(3), and documentation that retains evidence of the initial number used shall be maintained.

**105.2(4)** A numbering system that consists of a two-part number separated by a hyphen would satisfy this rule. The first portion of the number would be the date the contract was written. The second portion of the number would be sequential and indicate the number of contracts executed by the preneed seller, to date, in the applicable calendar year. A preneed seller with multiple locations may use a prefix to identify each location by number. A preneed seller with multiple sales agents may use a numerical suffix to identify the sales agent.