

Retiree Discount Purchase

Printed Retiree Name: _____ Emp. ID: _____

Purchaser's Name (if different): _____ Relationship: _____

Purchaser's Home Address (must be same as Retiree): _____

Retiree's Telephone #: (____) _____ Retiree's Date of Birth: _____

Vehicle being purchased

Year: _____ Make: _____ Model: _____

Stock #: _____ VIN: _____

Authorization:

Forms must be sent* to the CarMax Benefits Department for approval. Please allow 1-2 business days for processing.

Email address: benefits@carmax.com or pension@carmax.com

CarMax Benefits Department Approval: _____ Date: _____

Return of Approved Form

Please indicate the email address(es) of the **Sales Consultant and/or the Retiree**, where the completed form must be sent.

Email Address(es) _____

Procedure

The following must be understood by the Retiree wishing to make a discount purchase. Our discount policy is an excellent benefit for our Retirees. By signing this form, the Retiree agrees that they have read the Retiree Discount Policy and agree to abide by it. Failure to abide by the terms of the policy may result in the loss of discounts on future purchases.

Eligibility

You must meet the age and service requirements outlined in the Retiree Discount Policy. If the purchaser is not the Retiree, by signing this form, the Retiree certifies that the purchaser resides at the same primary residence as the Retiree (this requirement is different than the Associate Discount Policy).

Use of Form

This form must be used for each purchase made, and if a previous form was submitted but the vehicle was ultimately not purchased, the store management team must provide an email to the Benefits Department with confirmation of the voided prior transaction. Store management may decline a Retiree Discount purchase without this form. The form must be submitted and approved by the Benefits Department before the purchase is made. The Sales Consultant must call the Solutions Center to temporarily change the Retiree's Employee ID status to 'Active' in order for the purchase to be built and completed in the Order Entry system. Their employment status will be changed back to 'Inactive' once the purchase is completed.

Regular Customer Priority

Be aware that if the store is busy, our regular customers must be taken care of before a Retiree Discount purchase. Please immediately identify yourself as a Retiree. It is possible you may be asked to wait; please be patient. No vehicles may be purchased on the weekends using the Retiree Discount Program (except at the Richmond, Charlottesville, Fredericksburg, and Atlanta locations).

Retiree Agreement and Signature

By signing this form, I confirm I have read the Retiree Discount Policy and agree to the terms and conditions of the Policy and this form.

Retiree Signature: _____ Date: _____