

*Feel the drive*

February 15, 2011

VIA EMAIL & OVERNIGHT MAIL

SAFETY RECALL

Dear Authorized Installer:

This letter follows up on previous communications to you, both in writing and by telephone, regarding the recall of certain Hollandia 700/600 and Hollandia TVS 900 series aftermarket sunroofs.

You are receiving this letter because our records indicate that you have not responded to requests for one or both of the following:

- 1. You have not responded to the records survey or otherwise provided vehicle or vehicle owner information for sunroofs affected by this recall; and/or**
- 2. You have not filed a Defect Information Report with the National Highway Traffic Safety Administration (NHTSA).**

WHAT YOU NEED TO DO

Send ISG your vehicle owner and VIN information. As you know, WPNA has engaged a third-party firm, Impartial Services Group, LLC ("ISG"), to assist with the administration of this recall. If you have not done so already, please provide ISG with the available purchaser's name, address and their vehicle information (make, model, model year and Vehicle Identification Number). Please contact ISG at 1-888-749-8632 if you have any questions about providing these records. Without this information, we cannot provide notice to the affected vehicle owners to have their recalled sunroof repaired. *Your failure to provide this information may subject you to liability for personal injury or property damage.*

If you have not done so already, you must file your Defect Information Report with NHTSA. WPNA has been asked by NHTSA to again inform you that if you installed

Webasto Product
North America, Inc.
15083 North Rd.
Fenton, MI 48430
Phone: (810) 593-6000
Fax: (810) 593-6001
www.webasto.us
ISO 9001:2008 Registered



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any of the affected sunroofs on new motor vehicles prior to delivery to the first owner (e.g. installation at the request of a new motor vehicle dealer), it is the agency's opinion that you are considered an alterer of those vehicles and under federal law must file a Defect Information Report with NHTSA. You may want to consider consulting with your own legal counsel as well. WPNA has again attached a template that you can submit to fulfill your Defect Information Report obligations. If you have any questions regarding your company's reporting obligations, or need to obtain the standard report form, you can contact Alex Ansley of NHTSA at (202) 493-0481 or email Mr. Ansley at alexander.ansley@dot.gov. Pursuant to the National Traffic and Motor Vehicle Safety Act, as amended, your failure to provide this report to NHTSA may subject you to civil penalties in the amount of \$6,000.00 for every affected vehicle up to an aggregate civil penalty of \$16,375,000.00 (49 U.S.C. 30165(a)(1)).

If you have questions about the VIN and vehicle owner information we need, please contact ISG at 1-888-749-8632. If you have any questions about your NHTSA reporting obligations, please contact Mr. Ansley at (202) 493-0481 or alexander.ansley@dot.gov.

We regret any inconvenience this action may cause you and we look forward to your help in reaching as many affected sunroof owners as is reasonably possible. As we are sure you will appreciate, the safety and quality of our products are of the utmost importance.

Thank you for your attention and cooperation in this matter.

Sincerely,

Webasto Product North America, Inc.

Enclosures:

573 Defect Information Report Template

cc: National Highway Traffic Safety Administration

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**49 CFR § 573.6
DEFECT INFORMATION REPORT**

Authorized Installer:	Cyclone Auto Seat Cover	Date:	03/16/2012
Address:	101 West Indianola Ave		
	Youngstown, Ohio 44507		
Telephone:	330-782-1234		

In accordance with 49 CFR Part 573 Defect and Noncompliance Responsibility and Reports and relying upon Webasto Product North America' Inc.'s, Defect Information Report filed on August 10, 2010 (See NHTSA Recall # 10E-038), the above Authorized Installer is providing notification to the National Highway Traffic Safety Administration of the following voluntary recall.

(c)(1) Manufacturer/Brands:

The Hollandia 700 and 600 ("H700/600") series and Hollandia TVS 900 ("H900") series aftermarket sunroof assemblies involved in this recall are manufactured by entities related to Webasto Products North America, Inc. ("WPNA"), divided by model lines as follows:

<u>Hollandia 700/600 Series</u>	<u>Hollandia TVS 900 Series</u>
Webasto S.p.A. (Italy)	Webasto Roof Systems Inc.
Corso Asti 4-14	1757 Northfield Drive
10078 Venaria (TO)	Rochester Hills, MI 48309

The recalled equipment population was sold and distributed in the U.S. market by:

Webasto Product North America, Inc.
15083 North Road
Fenton, MI 48430

Some of the affected aftermarket sunroofs were installed on new motor vehicles prior to delivery to the first owner (e.g., installation at the request of a new motor vehicle dealer) by the above Authorized Installer.

- (c)(2) Identification of Potentially Affected Motor Vehicles**
- (c)(3) Total No. of Vehicles Potentially Affected for Each Group in (c) (2)**

The aftermarket sunroof systems at issue are described in Section I of WPNA’s Defect Information Report filed on August 10, 2010 (See NHTSA Recall # 10E-038). Attached to this report is a table that contains the make, model, model year and approximate number of units installed by this Authorized Installer on new motor vehicles prior to delivery to the first owner (e.g., installation at the request of a new motor vehicle dealer).

(c)(4) Percentage of Vehicles Estimated to Have the Defect

See Section II.4. of WPNA’s Defect Information Report filed on August 10, 2010 and .

(c)(5) Description of the Defect

See Section III.5. of WPNA’s Defect Information Report filed on August 10, 2010.

Cause(s) of the defect or noncompliance condition.

See Section III.5. of WPNA’s Defect Information Report filed on August 10, 2010.

Potential consequence(s) of the defect or noncompliance condition.

See Section III.5. of WPNA’s Defect Information Report filed on August 10, 2010.

Warnings which can precede or occur.

See Section III.5. of WPNA’s Defect Information Report filed on August 10, 2010.

(c)(6) Chronology of Principal Events

Date	Event
August 12, 2010	This Authorized Installer received a letter from WPNA advising it to stop sale of the Hollandia 700 and 600 (“H700/600”) series and Hollandia TVS 900 (“H900”) series aftermarket sunroof assemblies.
September ____, 2010	This Authorized Installer received a letter from WPNA advising that the National Highway Traffic Safety Administration requires the Authorized Installers to file their

	own Defect Information Report with the agency pursuant to 49 CFR 573.6.
September ____, 2010	This Authorized Installer filed this report with NHTSA.

(c)(7) **Non-Compliance Test.** Not applicable.

(c)(8) (i) **Remedial Program.**

See Section V.8. of WPNA's Defect Information Report filed on August 10, 2010. This Authorized Installer intends to participate in the remedial program that will be administered by WPNA.

(ii) **Estimated Owner Notification Date**

See Section VI of WPNA's Defect Information Report filed on August 10, 2010. This Authorized Installer intends to participate in the remedial program that will be administered by WPNA.

(c)(9) **Information for Tire Recalls.** Not applicable.

(c)(10) **Communications Sent to Manufacturers, Distributors, Dealers or Purchasers.**

See Section VII of WPNA's Defect Information Report filed on August 10, 2010. This Authorized Installer intends to participate in the remedial program that will be administered by WPNA.

(c)(11) **Manufacturers Campaign Number.**

N/A

Send a copy of this Defect Information Report to NHTSA by Fax (202-366-7882) or by E-Mail to RMD.ODI@dot.gov. Also mail a copy via certified mail to:

***Mr. Daniel C. Smith
Associate Administrator for Enforcement
National Highway Traffic Safety Administration
Attention: Recall Management Division (NVS-215)
1200 New Jersey Avenue, SE
Washington, DC 20590***

. 2011

Mr. Dan Smith
Associate Administrator for Enforcement
National Highway Traffic Safety Administration
Attention: Recall Management Division (NVS-215)
1200 New Jersey Avenue, SE.
Washington, DC 20590.

Re: Defect Information Report
Aftermarket Sunroof (Hollandia 700/600, Hollandia TVS 900)
NHTSA Recall #10E-038

Dear Mr. Smith,

In accordance with 49 CFR § 573, CYCLONE AUTO SEAT COVERS, an Authorized Installer for Webasto Product North America, Inc., is submitting the attached Defect Information Report regarding approximately 380 aftermarket sunroof systems it installed on new vehicles prior to the delivery to the original purchaser. This filing relates to NHTSA equipment recall 10E-038.

Please contact me if you have any questions.

Sincerely,

By: 

Name (Printed): MARK KIACK
Title: TREASURER

Authorized Installer: CYCLONE AUTO SEAT
Address: 101 W. INDIANOLA AVE
YOUNGSTOWN OH 44507
Telephone: 330-782-1234