



Customer Details:				
Full Name:				
Address:				
Tel:		Email:		
Driving Licence No:		Expiry:		
Courtesy Car Details:				
Make:	Model:	Reg:	Fuel level:	Mileage:

I agree to maintain the vehicle and keep it in good condition throughout the period it is on loan to me. The reasonable cost of any damage to the vehicle during this period, however caused, will be my responsibility. I understand that any accident involving the loan vehicle must be reported to GM Clements Body Shop Ltd within 2 working days and may lead to the loss of any no claims discounts and the payment of an insurance excess (excess amount: £500).

I understand that I will be liable, as if I were the owner of the vehicle for any Fixed Penalty Offence, including fines, parking or motoring offences which may be committed during the loan period of the courtesy vehicle. I will be responsible for all fuel during the time the courtesy vehicle is in my possession and will return the vehicle with the same fuel level it had at the point of collection/delivery.

I agree to no smoking in the vehicle.

The vehicle must be returned in the same condition it was collected/delivered. Any vehicle returned in an unacceptable condition will incur a charge of £40 for valeting and the cost of any damage or missing parts etc, plus an administration charge of 10% of the costs or £20, whichever is greater.

GM Clements Bodyshop Ltd is committed to complying with the terms of the General Data Protection Regulation in terms of human processing and technological security. We will not sell or rent your information to third parties. We will not share your information with third parties for marketing purposes. For full details regarding our GDPR Policy, please visit our website.

I have read and understood the terms and conditions with regard to the loan of the courtesy vehicle and agree to abide by them.

Customers Signature:	Print:
Date:	

**01773 521 714**

**info@clementsbodysshop.com | clementsbodysshop.com**

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