

VEHICLE COLLECTION REQUEST

In order for our Vehicle Returns team to book the collection of your vehicle in as quickly and smoothly as possible, please ensure that the following information is provided in your Collection Booking Request.

PLEASE NOTE: The earliest date that you will be able to select is 3 working days from today (working days are Monday to Friday excluding Bank Holidays). The vehicle must be available between 8:00am and 6:00pm on the day of collection.

| | |
|--|--|
| Vehicle registration: <input type="text"/> | Name of contact: <input type="text"/> |
| Collection address: <input type="text"/> | Contact number: <input type="text"/> |
| Date of collection: <input type="text"/> | Alternative contact number: <input type="text"/> |
| | Email address: <input type="text"/> |

| | | | |
|---|---|---|---|
| Fuel type: <input type="text"/> | MOT expiry date: <input type="text"/> | Insurance expiry date: <input type="text"/> | Tax expiry date: <input type="text"/> |
|---|---|---|---|

Special instructions:

For us to collect your vehicle, it must be legal, roadworthy and MOT'd (if required), and with all tyres meeting the legal requirement. Please ensure that these are checked prior to your collection.

To avoid incurring additional charges, please ensure that the following items are in the vehicle when you hand it over to the inspector:

1. Locking wheel nuts
2. Service book
3. Spare key(s)
4. User manual
5. Headrests
6. Sat nav disc (if applicable)

Once the Collection booking has been made a confirmation email will be sent from one of our Vehicle Returns team.

Thank you for your co-operation.

Kind regards,

Vehicle Returns Team

 **01793 884 111**

 VehicleReturn-Operations@arval.co.uk

TC1354.06/16



ARVAL
BNP PARIBAS GROUP

**We care about cars.
We care about you.**