

# RoTechniks Limited

Unit 4 Lambwood Hill Industrial Estate, Grazeley, Reading, Berkshire. RG7 1JN  
Tel: 0118 9888555

## Courtesy Car Make & Registration

## Mileage

.....  
Time loan car taken ..... DATE...../...../ 2009 FUEL.....

Time loan car returned ..... DATE...../...../ 2009 FUEL.....

Name: (in full please) .....

Address:

.....

.....

.....

Contact telephone numbers

Work:.....

Home:..... Mobile:.....

## DRIVING LICENCE DETAILS

License number ..... Passed test...../...../.....

Valid from ...../...../.....

Valid until ...../...../.....

## Insurance

I acknowledge that the vehicle loaned to me is covered by at least third party cover by my own insurance; I also acknowledge that I am responsible for any damage that occurs to this loan car whilst in my care. Any cost for damage repairs to this loan (that occurs whilst in my care) has to be covered by myself or is covered by my insurance (***please do not assume that damage to this loan car is covered by your insurance***). ***If you are uncertain about what is covered by your insurance please check. It is your responsibility to inform your insurance company that you have one of our courtesy cars.***

***RoTechniks Ltd offer to waiver responsibility for damage to its loan car for a fee of £15.00 per day, this waiver does not negate your responsibility to cover loan car with third party insurance.***

## Statement of liability

I acknowledge that during the period of time I have the courtesy vehicle, I shall be liable for the following:

- a) Any fixed penalty offence committed in respect of that vehicle under Part III of the Transport Act 1982 and
- b) Any excess parking charge which may be incurred in respect of the vehicle in pursuance of an order under Section 45 and 46 of the road Traffic Regulations Act 1984.

I acknowledge that I am responsible for informing RoTechniks Ltd of any collision damage incurred during the time I have the courtesy vehicle (irrespective of how minor).

**Please return the vehicle with the same amount of fuel as you collected the vehicle with.**

**NO SMOKING IN THE LOAN CAR PLEASE**

Date: ...../...../20

Signed:.....