

HIRER

FULL NAME:		RENTAL AGREEMENT FOR DATES BELOW	
ADDRESS:		FROM:	
		TO:	
POSTCODE:		VEHICLE NOT TO BE USED OUTSIDE ENGLAND, WALES OR SCOTLAND, WITHOUT PRIOR WRITTEN CONSENT OF CLS VEHICLE HIRE LTD.	
MOBILE:			
EMAIL:		VEHICLE:	
DRIVING LICENCE:		REGISTRATION:	
PROOF OF ADDRESS		MILEAGE AT START:	
DESCRIPTION:			
REFERENCE NO:			
INSURANCE POLICY			
PROVIDER:			AMOUNT
CERTIFICATE NO:		INITIAL RENTAL:	
START DATE:		1ST MONTH:	
END DATE:		DELIVERY:	
I confirm that the vehicle shown on this hire agreement is covered by the insurance details shown above. I also confirm I am the hirer shown on this rental agreement. I will ensure insurance cover for entirety if this rental agreement.		EXTRAS:	
		INITIAL PAYMENT:	
		MONTHLY PAYMENT:	
		DUE ON THE OF EACH BY BANK TRANSFER	
SIGNATURE: x		SIGNATURE: x	

STATEMENT OF LIABILITY

I hereby acknowledge that during the period of this rental agreement I shall be liable as the owner of the vehicle let to me thereunder in respect of :-

- (a) Any fixed penalty offence or contravention committed in respect of that vehicle Part III of The Road Traffic Offenders Act 1977 , and :
- (b) Any excess parking charge which may be incurred under The Road Traffic Act 1991 and Traffic Management Act of 2004 , and :
- (c) Any penalty charge incurred under the Road Traffic Act 1991 and the Traffic Management Act of 2004 , and :
- (d) Any charge or penalty charge incurred under a charging scheme.

I also acknowledge that this liability shall extend to any other vehicle let to me under the same hire agreement and to any period by which the original period of hiring may be extended.

I understand and accept any and all charges listed above will be paid directly by myself with the exception the Tyne Tunnel PCNs which will be paid directly to CLS Vehicle Hire Ltd then recovered from me within 7 days of the invoice subject to £30 processing fee.

I hereby agree to hire the above vehicle on the terms and conditions set out here in the overleaf.

SIGNATURE: x

TERMS AND CONDITIONS

“You/Your” means the person that rents the vehicle from us and is named on the Rental Agreement.

The contact is only formed when we allow you to take possession of the key to the vehicle. We will not do so unless and until you come to collect a vehicle from us or accept delivery and you have provided the required documentation, payments and identification.

By taking possession of the key to the vehicle, you accept the terms of the rental agreement and accept these terms and conditions.

This contract includes:

- Road tax
- MOT
- Interim servicing every 6000 miles
- Full Maintenance

Damage, Loss, Theft or Accidents:

In the event of any damage to, loss of, theft of or accident with or in the vehicle you must contact us immediately and initiate proceedings with your insurance provider.

Insurance:

You are required to provide a copy of your Insurance Certificate on or before Vehicle Collection or Delivery. Your vehicle must have valid Fully Comprehensive Car Insurance Cover for the entirety of your contract. Failure to insure your vehicle will void your contract, and the vehicle will be returned to us immediately. We do not accept temporary cover certificates. We do accept Trade Insurance Policies as long as the Vehicle Registration is named on policy and lodged with MID.

Driving License & ID Restrictions:

A full and valid UK driving licence must have been held for a minimum of 12 months and over. Photo car driving licence is required. Address must be up to date and match Proof of Address Document from the following list: Electricity Bill, Water Bill, Gas Bill, Broadband/Landline Bill, Council Tax bill, Credit Card bill, Bank Statement, Mortgage Statement, Polling Card, HMRC Self-Assessment/Tax Credits/Benefits. All documents must be dated within 90 days of the hire date.

You must supply a “Share Code” and give consent. You can visit the below link and authorise this in advance.

<https://www.gov.uk/view-driving-licence>

Telematics:

Your Rental Agreement will be void if the telematics system is disconnected, broken or removed.

Damage Admin Fee:

Minor damages to the vehicle such as scratches or dents will be charged for by CLS Vehicle Hire Ltd at the time of Interim Service or on Vehicle Return. If the car is too dirty, it will be cleaned before the check can proceed. You will be liable for the valet fee of £70. All damages will be documented by photograph, and all are subject to a Damage Admin Fee of £40 on top of the deductible amount.

Late Payment Fee:

Monthly Rental Payments are due in advance on the date stated in the Rental Agreement. Any payments for parking charges and fines are due 7 days in arrears. Accounts overdue by 1 day will be charged a Late Payment Fee of £30. Vehicle collection process will begin if any account remains over due for 7 days and recovery agencies are informed. You will be liable for overdue rental until the Vehicle is returned to our possession, any recovery fees, any damage, replacement key if needed and Early Return Fee of 4 weeks advance rental from the return date. Accounts remaining unpaid 28 days after final invoice will be transferred to a UK Court for recovery and enforcement.

Parking Fines and Toll Charges:

Any fine or charge notice received by CLS Vehicle Hire Ltd will have liability transferred directly to you. The exception is Tyne Tunnel PCNs which will be paid directly by CLS Vehicle Hire Ltd. This charge will then be invoiced to you with an additional £30 admin and processing fee for each PCN.

Private Registration Plates:

We can arrange for your Private Registration Plate to be transferred to your Lease Vehicle on receipt of Entitlement (V750). You can provide your own plates on collection, or we can supply for £40 (set of two plates). £80 Retention Fee at end of Rental agreement is payable after final invoice is settled.

Maintenance and Repairs:

Full maintenance and repairs are included in your contract. You are required to return the car to us for any maintenance and repairs. Any appoints not cancelled by 16:30 the previous working day will be charged £50 if you fail to attend.

6000 Mile Interim Service & MOT:

Full servicing and MOT are included in your contract. You are required to return the Vehicle to us for annual MOT and service every 6000 miles. Failure to return the vehicle within a further 6000 miles will void the full maintenance element of your contract and any repairs above and beyond service will be charged in full to you.

Tyre Cover:

We will replace up to 4 tyres during your contract. If you require more than four, you will be liable for this cost. Tyre cover is for general wear and tear only. You will be liable for any punctures and accidental damage.

Delivery and Collection:

Delivery and Collection can be arranged where necessary and is charged at a minimum of £50 plus £2.20 a mile.

Fuel:

All vehicles are provided with enough fuel to reach local filling station, and we offer a like for like return policy. It is the customers responsibility to return the vehicle with the same fuel level.

Rolling Monthly Contract:

At the end of your fixed rental period, you can continue your agreement on a monthly basis, terminating at any time subject to 4 weeks notice.

Early Return Charge:

If you choose to return your vehicle before the end of your contract, you will be liable for any overdue rental until the Vehicle is returned to our possession, any recovery fees, any damage, replacement key if needed and Early Return Fee of 4 weeks advance rental from return date. Accounts remaining unpaid 28 days after final invoice will be transferred to a UK Court for enforcement.

General:

For security purposes, all valuables must be locked out of sight from unattended vehicles. In the event of experiencing any problems during your rental period, contact CLS Vehicle Hire Ltd. We must be made aware immediately upon detecting any problem. Call 078 84 84 5000 or email

We reserve the right to revise these Terms and Conditions and any rates at any time. Any changes will be communicated to you. By continuing to use the service, you will be deemed to have accepted the changes. If the revised terms and conditions are not acceptable, you may terminate the agreement without penalty. To terminate the agreement, the vehicle must be returned to CLS Vehicle Hire Ltd during working hours.

PRE-RENTAL VEHICLE INSPECTION FORM

DATE:		CUSTOMER:		VEHICLE REG:	
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EXTERIOR CHECK

AREA & DESCRIPTION	PHOTO
A	<input type="checkbox"/>
B	<input type="checkbox"/>
C	<input type="checkbox"/>
D	<input type="checkbox"/>
E	<input type="checkbox"/>
F	<input type="checkbox"/>
G	<input type="checkbox"/>
H	<input type="checkbox"/>
I	<input type="checkbox"/>
J	<input type="checkbox"/>
K	<input type="checkbox"/>
L	<input type="checkbox"/>
M	<input type="checkbox"/>
N	<input type="checkbox"/>
O	<input type="checkbox"/>

INTERIOR CHECK

DESCRIPTION	PHOTO
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

OTHER COMMENTS :

<p>We have checked the items listed above and acknowledge their presence. Any additional damage to the vehicle will be charged for by CLS Vehicle Hire Ltd at the time of the interim service or on any vehicle return. If vehicle is too dirty, it will be cleaned before check can proceed. All damages will be documented by photograph and all are subject to a Damage Admin Fee of £40 on top of the deductible amount.</p>			
CLS VEHICLE HIRE LTD SIGNATURE:			
CUSTOMER SIGNATURE:			