

Checklist

Avoid unnecessary extra costs

Important tips when returning your car:

Have you removed all of your personal belongings from the car?
(sunglasses, mobile phone, CDs, etc.)

Have you reported all damage?
(you can report any damage sustained at www.alphabet.be)

Is the car complete, including all leased options and accessories?
(such as audio equipment, SatNav systems, navigation CDs, roller covers and head restraints)

Has the car been cleaned to be returned?
Avoid extra costs if the car is badly soiled (e.g., apportionment of chemical cleaning costs, etc.)

Have you collected the appurtenances below?
Collect all appurtenances in the list below and return them together with the car.

1. All keys including keys codes (150 EUR)
2. The vehicle registration licence (250 EUR)
3. The certificate of conformity (250 EUR)
4. Motor vehicle inspection certificate (if applicable) (100 EUR)
5. Filled in maintenance service record (100 EUR)
6. Radio codes (if applicable)
7. Alarm certificate (if applicable)
8. Other

Please note! If any one or several of the above items are not in place, the costs arising therefrom will be apportioned to the driver.

Please enter your number plate:

Further questions?

Please do not hesitate to contact the Remarketing department by telephone at 03/459.55.80 or by e-mail at remarketing@alphabet.be.