

General Table of Charges

Version January 2023

Administration of the contract	CHF
Issue of copies of the contract/copies of invoices	2.00
Account balance confirmation (overview of all aggregate rates paid by the Client and the charges specified in the lease contract for additional services)	no charge
Amendments to contract data (cost centre, payment references, data regarding the vehicle user, etc.)	no charge
Handling Charge for services, which are not included in the contract (per case)	20.00
Handling Charge for fines management	26.00
Handling Charge for penalty orders	103.00
Contract transfer (per single contract)	550.00
Processing and vehicle recovery costs fee (residual value leasing only)	550.00
Documents	
Additional driver's manual (in case of loss, theft, etc.)	44.00
Assistance in the event of damages to the vehicle (in accordance with the conditions in Ayvens GTCs)	
If the insurance service is acquired through Ayvens	no charge
If the Client has his own insurance solution	
Handling Charge I (repair in a garage authorised by Ayvens)	193.00
Handling Charge II (repair outside of the Ayvens network – free choice of garage)	385.00

Strassenverkehrsabgabe/STVA

Handling charge I

Registered to Ayvens with flat rate - The flat rate payment on account will be included in the contract and settled monthly in the lease instalment. The payment on account will be balanced with the actual amount that is settled at the end of each calendar year. A fee of CHF 33.00 will be charged in the course of every settlement.

Handling charge II

Registered to Ayvens w/o flat rate - The road taxes will be charged to the customer on receipt. A fee of CHF 20.00 will be charged in the course of every bill from the Road Traffic Licensing Department for each vehicle.

Handling charge III

Registered to customer/driver with flat rate - The flat rate payment on account will be included in the contract and settled monthly in the lease instalment. The payment on account will be balanced with the actual amount that is settled at the end of each calendar year. A fee of CHF 44.00 will be charged in the course of every settlement.

Handling charge IV

Registered to customer/driver w/o flat rate - The road taxes will be charged to the customer on receipt. A fee of CHF 61.00 will be charged in the course of every bill from the Road Traffic Licensing Department for each vehicle.

Green Insurance Card

Initial issue/Replacement provided that the insurance service is acquired through Ayvens	no charge
Forwarding of documents from the insurer, such as confirmation of insurance cover and insurance attestation, provided the insurance service is acquired through Ayvens	no charge
Re-issue in case of loss, expiration	22.00

Fuel Card

Initial issue	no charge
Re-issue in case of loss, damage, theft, renewal	22.00

Receivables Management

Interest on receivable arrears	9 % p.a
First reminder	no charge
Second reminder	44.00
Third reminder	77.00

Please note that the charges listed above refer to services performed by Ayvens. The costs charged to Ayvens for work performed by third parties are passed on to the Client additionally. The present Table of Charges forms an integral part of the lease contract and the General Terms and Conditions of ALD Automotive AG. It takes effect as from November 1, 2022 and the prices may be changed at any time by Ayvens.

This English version of the “General Table of Charges” is an unofficial translation for information purposes only. In case of contradiction the German version “Allgemeines Gebührenblatt” is the only legally binding version.

Version: January 2023