

HASSLE-FREE DROP-OFF AT AYVENS HUNGARY | ALD AUTOMOTIVE

This publication was prepared to facilitate education on the importance of responsible vehicle use and to assist drivers with their due diligence before returning their vehicle at the end of the lease term.

How?

Please check the following before returning your vehicle:

- The car is in perfect working order: no service light on, no transmission/gearbox problems
 - There is no unrepaired damage and no claims are being processed
 - In the case of electric or Plug-in Hybrid vehicles, the factory charging cables
 - All accessories are available. (if you have removed any accessories from the vehicle, put them back until the day of delivery (e.g.: headrest, hat rack, cigarette lighter, carpets, etc.)
 - Is there a GPS device installed in the vehicle? If so, please arrange for it to be unpacked and restored to its original state.
 - Is there a sticker on the body of the vehicle? If so, please take care of removing it and restoring the condition of the bodywork.
 - The hubcaps or the light metal wheel rims are intact,
 - No factory keys are missing,
 - The roadworthiness or mot test is valid,
 - The vehicle maintenance logbook is completed in full,
 - The manuals and accessories for the car are not missing,
 - The car is clean inside and out
- Damage to the windscreen. If yes, please fill in a damage report (Insurance claim notification document). We can only repair or replace your windscreen with a completed damage report (Insurance claim notification document). If a completed claim form is not submitted with the vehicle, the result of the independent expert's assessment will be charged to the total amount of the windscreen.

In the case of electric or plug-in hybrid vehicles, it is necessary to take the vehicle to a brand service center to assess the condition of the battery before handing it over.

STEPS TO A HASSLE-FREE ENDING OF THE CONTRACT

This leaflet aims to simplify the car return process, as well as prevent issues and avoid misunderstandings. It explains what needs to be done step-by-step, and discusses the contractual obligations to be fulfilled.

Table of contents

- I Booking an appointment
- II Preparing the car
- III Returning the car
- IV Ending the contract

BOOKING AN APPOINTMENT

Make an appointment for dropping off your car.

The driver of the car or the fleet coordinator should contact Ayvens Hungary | ALD to arrange the exact time and place of the return. Only vehicles agreed in writing in advance can be dropped off .

BOOKING AN APPOINTMENT

Driver Desk: contact our staff in writing at the e-mail address driverdesk.hu@ayvens.com and provide your license plate number. Our colleague will provide you with all the information needed for the car return as well as a map showing the exact location of the drop-off.

We will not be able to accept vehicles without prior notification.

II. PREPARING THE CAR

Documents and accessories of the car

Ayvens Hungary | ALD Automotive will need the car documents for the ending of the contract. When you return the car, you must hand over all the documents and accessories that you received with the car at the start of the lease term.

All documents for the vehicle:

- Registration certificate,
- Code card for the radio, for the GPS etc.,
- Proof of compulsory insurance and international motor insurance card,
- All fuel cards without PIN code, perforated,
- Vehicle maintenance logbook, maintenance works certificate,
- Vehicle owner's manual in its original holder,
- We will not be able to accept vehicles without prior notification,

All accessories belonging to the vehicle:

- Keys with duplicates, optionally with a code card, etc.,
- First aid kit,
- Emergency warning triangle,

- Fire extinguisher,
 - Car jack,
 - Compressor,
- All accessories originally delivered with the car and indicated in the car's individual contract:
e.g.
- hands-free car kit, anti-theft device, etc.
- Grey license number plate

When and how do you hand them over?

All documents and accessories must be returned together with the car, at the pre-arranged date and time. If anything is missing at the time of dropping off the car, it can be sent by post or courier service within 5 working days at the latest by providing the license plate number or returned at the reception desk of the Ayvens Hungary | ALD Automotive Drop-off Point. After the deadline passed, the costs incurred by the replacement of the missing documents will be charged to you.

You can send the missing documents to any of the following addresses:

Mailing address:

ALD Automotive Magyarország Kft. 1441 Budapest, P.O.B.: 45.

Return in person:

Ayvens Hungary | ALD Carmarket Drop-off Point

1223 Budapest, Nagytétényi út 57.

III. RETURNING THE CAR

Preparation of a vehicle return report

The vehicle return report is prepared by the staff of Ayvens Hungary | ALD Drop-off Point in the presence of the person returning the car, and then it is signed by both parties. The returned vehicle is handed over at the prearranged date and time, together with the documents listed above, in the presence of a representative of both parties, who sign the report to provide a verification of the return process.

Purpose of Handover: Return

Delivered by

Name: Minta Béla

Company name: Teszt Kft

PO Box: 1212

Town: Budapest

Street, Nr.: Fő utca 1

ID card: ABCDEF12

Phone: 06123456789

E-Mail: at*ado@teszt.hu

Received by

Name: Minta Antal

Company name: Jármű Kft

PO Box: 1212

Street, Nr.: Budaörsi út

Town: Budapest

Phone: 06987654321

ID card: ABCDEF99

E-Mail: at*vevo@teszt.hu

Vehicle details

Chassic number:: QWERTASDFG1234567

Reg. Sticker Nbr.: QWER12

Plate number: ABC 123

Make: FORD GALAXY

Model: 2.0 TDCI 163 HP TITANIUM POWERSHIFTModel: Placeholder

Ccm: 1997

kW: 120

Fuel: DIESEL

Color external: Fekete bőr

Color internal: Panther black

Number of seats: 7

Body: CAR - MINIVAN

Extras

List of extras:

List of aftermarket extras:

Comments:

Service information

Mileage: 124578

Fuel level: 5/ 8

Externalcondition:Clean

Internalcondition:Slightlydirty

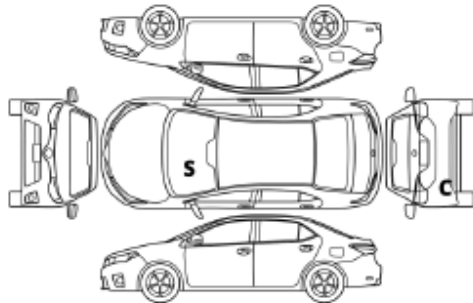
Accessories

Registrationbook
Obligatoryroadtrafficaccessories
Usermanual
Servicebook
Keycode
Keyspcs 1
Carpetkitfactory
Carpetkitaftermarket

Tyreinformation

Tyrebrand Michelin
Tyretype winter summer
Wheellock
Sparewheel
Allowwheel
Factoryhubcap
Centralwheels,wheelcap

Damages



Damages:
FrontwindshieldS-SCRATCHRearbumperC-CHIP

Othercomments:

Statements

I justify with my signature that the vehicle is fully compatible with the above written. I accept that the physical handover of the present car, its accessories, its documents and the photos are only taken for recording purposes, therefore this action cannot be interpreted as the official and full assessment of the vehicle and hence cannot serve as the basis of the final settlement of the vehicle. The full assessment of the vehicle will be carried out by an independent expert agency in the coming days

Vehicle hand over has been completed I understand and accept the ALD GDPR Supplement

Hand over place:: Budapest, Béke utca 131

Date of takeover: 2021.04.12 13:43

On behalf of ALD

On behalf of Client

Important!

The assessment of the vehicle's condition is not performed on the basis of the vehicle return report. Instead, it takes place in the days following the return of the vehicle, and is carried out by an independent expert assigned by Ayvens Hungary | ALD. The Lessee's representative is allowed to be present at this assessment if this is arranged for in advance. If you would like to view the assessment procedure, please make sure to indicate this when you arrange the appointment for the drop-off.

How is the assessment procedure done?

It is essential that the car is delivered clean inside and out to ensure a proper assessment of the vehicle and to fill out the status report sheet correctly. If the vehicle needs to be cleaned in order to carry out the assessment of its condition, the cost of this will be charged to you.

Transparency

Status report sheets are publicly available and can be viewed at any time up to 60 days after returning the vehicle.

The status assessment includes the vehicle's:

- drop-off date
- mileage
- the existence of documents
- the existence of accessories
- the existence of keys and codes
- the condition of tyres, hubcaps and rims
- aesthetic and technical condition

Damages indicated in the status report sheet are determined and accounted for when ending the contract, on the basis of Vehicle Return Guide issued by the Leasing Association, which guide is accepted and utilised by ALD Automotive Hungary Kft.

HLA Guide

ENDING THE CONTRACT

The contract will end after the vehicle was handed in together with its documents, keys and accessories, and after a report was drawn up. The information on the status report sheet prepared by the expert, on the basis of the vehicle return report, will provide details on the general and technical condition of the car, as well as record the existence of documents and accessories. In short, everything you need to end the contract.

Status report sheet

The status report sheet is always prepared by an international quality control company, which will also be responsible for its content. SGS is the world's leading organisation in matters of quality control, inspection, testing and certification.

The restoration value for each damage, the cost of replacing missing documents, or the losses incurred by these or by damage reducing resale value will all be clearly stated. In all cases, we provide the option for the Lessee or his/her representative to be present at the assessment procedure, on the basis of prior arrangement, and for the expert to answer their questions directly.

JÁRMŰ ÁLLAPOTJELENTÉSE

JÁRMŰ ADATAI					
Ahívászám	TMBJ7NE000000000	Gyártmány	SKODA (CZ)	Utolsó karb.tart. - dátum	2021.02.17.
Rendszámtábla	ALD123	Típus	Octavia Combi Dies 2013-	Utolsó karb.tart. - km	121554
Első forg.-ba hely. dátuma	2017.03.28.	Kocsiszekrény típusa / Ajtók	Kombi/5	Külő szín	Fekete
Kilométeróra	126135	Meghajlás	Elsőkerék hajlás	Belső szín	Fekete
Motor (üzemanyag) típusa	Diesél	Az erőátvitel típusa	Manuális	Ülések	5
Fokozat	6	HP / KW	150 / 110	Vizsg. dátuma	2021.04.08. 15:04:52
Vizsgálat száma - ID	1050 - 4162283	Gyártási év	2017	Sorozat	2.0 CR TDI Style E6 STYLE
Motor löketfogatja	1968				

VIZSGÁLAT ADATAI



View All

DOKUMENTUMLISTA		TARTOZÉKOK		CSERÉLHETŐ ELEMEEK	
Adómatrica	✗ Audio kézikönyv	✗	Elektromos ablakemelő	✓	Első fűtőszál-as szélvédő
Biztosítás	✗ Eredeti kulcs	✓	Fűthető ülések	✓	Hátrameneti kamera
Forgalmi engedély	✓ Járműtulajdonosi kézikönyv	✓	Klíma szabályzó	✓	Könnyűfém felni
Pótkulcs	✓ Regisztrációs matrica	✓	Központi zár	✓	Métálfény
Regisztrációs matrica	✓ Szervízfüzet	✓	✓ Navigáció térképpel diagram	✓	✓ Parkolás segítő rendszer

ABRONCSOK

Posíció	Futófelület	Gyártó	Átmérő	Tényleges méret	Abronsz tip. (téli/nyári)	Kerék típusa
Bal Elő	6 mm	Pirelli	17	225/45	Téli	Edit
Bal Hátsó	5 mm	Pirelli	17	225/45	Téli	Edit
Jobb Elő	6 mm	Pirelli	17	225/45	Téli	Edit
Jobb Hátsó	5 mm	Pirelli	17	225/45	Téli	Edit

KÜLSŐ SÉRÜLÉSEK

1		Alkatrész	Motorháztető	Javítási munka költsége	huf.,00	Lakatos munkaköltség	huf.,00
		Típus	Lepattogzás, felverődés	Alkatrész ára	huf.,00	Teljes költség	huf 86 750,00
		Súlyosság	>50% kőpeces	Festési munka költsége	huf 28 750,00	Értécsökk. (%)	20,00%
		Javítás módja	Újrafenyezés/átfestés	Festés ára	huf 58 000,00	Értécsökk. összege	huf 17 350,00
		OK	Használat során	Pontos ár	huf.,00	Nettó költség	huf 69 400,00
2		Alkatrész	Oldalfal (jobb)	Javítási munka költsége	huf.,00	Lakatos munkaköltség	huf.,00
		Típus	Horzsoltt, húzott	Alkatrész ára	huf.,00	Teljes költség	huf 56 590,00
		Súlyosság	15 cm - 20 cm	Festési munka költsége	huf 31 050,00	Értécsökk. (%)	20,00%
		Javítás módja	Újrafenyezés/átfestés	Festés ára	huf 25 540,00	Értécsökk. összege	huf 11 318,00
		OK	Használat során	Pontos ár	huf.,00	Nettó költség	huf 45 272,00

VIZSGÁLATI ÖSSZEFOGLALÓ

TELEJS KÖLTSÉG	huf 145 846,20	TELEJS ÉRTÉCSÖKKENÉS	huf 28 668,00	NETTÓ KÖLTSÉG	huf 117 178,20
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MUNKAKÖLTSÉG ÖSSZESEN

Típus	Óradíj	Órák száma	Munkaköltség	Értécsökk. (%)	Értécsökk. összege	Összesen
Festés		5,20	huf 59 800,00	0,00%	huf.,00	huf 59 800,00
Fém		0	huf.,00	0,00%	huf.,00	huf.,00
Mechanikai		0	huf.,00	0,00%	huf.,00	huf.,00
Összesen		5,20	huf 59 800,00			huf 59 800,00

EGYEBEK

	Óra	Díj	Költség	Értécsökk. (%)	Értécsökk. összege	Összesen
Előkészítés költsége	0	huf.,00	huf.,00	0,00%	huf.,00	huf.,00
Apró alkatrészek/tartozékok			huf 2 506,20	0,00%	huf.,00	huf 2 506,20
Sérülés költsége			huf 143 340,00		huf 28 668,00	huf 114 672,00
Teljes költség			huf 145 846,20		huf 28 668,00	huf 117 178,20

MEGJEGYZÉSEK

-vizsga:2023.03.28. -rányítások, ajtóél leverődések pár helyen.
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• If the car shows damage accepted by Ayvens Hungary | ALD Automotive, there will be no charges to be billed.

/see: Leasing Association Drop-off Guide/

• If the car has been shown to have damage for which the Lessee is held liable, Ayvens Hungary | ALD Automotive will charge the costs incurred by the damages, as listed by the expert on the status report sheet, at the time of ending the car lease contract. The amounts determined here are based on the calculations of the internationally accepted Audatex and Eurotax software.

Driver Desk

Driver Desk will provide answers to all questions you may have during the lease term, right from the

beginning until the problem-free return of the vehicle.

Tel: +36 1 802 5800 E-mail: driverdesk.hu@ayvens.com

AYVENS HUNGARY | ALD AUTOMOTIVE USED CAR DROP-OFF LOCATION

Ayvens Hungary | ALD Used Car Drop-off Point address:

1223 Budapest Nagytétényi út 55/A-57 (Car-Éra)

Opening hours: Working days 8:00 - 17:00

GPS coordinates: 47.40170, 19.01043

