



**KENT'S FINEST**  
**Smart Repair Centre**  
 OVER 30 YEARS EXPERIENCE

# Lease Return Vehicle Check Sheet

Vehicle: \_\_\_\_\_

Colour: \_\_\_\_\_

Registration: \_\_\_\_\_

Mileage: \_\_\_\_\_

**C** =Chip **B** =Broken **R** =Rust **S** =Scratch **D** =Dent

**B** =Burn **H** =Hole **T** =Torn **S** =Stained

EXTERIOR	
GLASS	
BONNET	
GRILLE	
FRONT BUMPER	
FRONT VALANCE	
FRONT LIGHTS	
NEARSIDE FRONT WING	
NEARSIDE FRONT DOOR	
NEARSIDE DOOR MIRROR	
NEARSIDE REAR DOOR	
NEARSIDE REAR WING	
NEARSIDE SILL	
BOOT/TAILGATE	
REAR BUMPER	
REAR VALANCE	
REAR LIGHTS	
OFFSIDE REAR WING	
OFFSIDE REAR DOOR	
OFFSIDE FRONT DOOR	
OFFSIDE DOOR MIRROR	
OFFSIDE FRONT WING	
OFFSIDE SILL	
ROOF	
AERIAL	

INTERIOR	
FRONT SEATS	
REAR SEATS	
INTERNAL DOOR TRIMS	
CARPETS	
DASHBOARD	
HEAD LINING	
PARCEL SHELF	
ODOUR	

	Yes	No
<b>WINDSCREEN CHIPS</b>		
<b>WINDSCREEN CRACKS</b>		

FITTINGS	Yes	No
MASTER KEY		
No.KEYS		
ORIGINAL RADIO/CD		
JACK/TOOLS		
SPARE WHEEL		
SERVICE BOOK		
V5 REG DOCUMENT		
HANDS FREE FITTED		
OIL LEVEL		
WATER LEVEL		

**G** =Good **W** =Worn **P** =Poor **D** =Damaged

WHEELS - FRONT	1	2
ALLOY/TRIMS		
PRESENT		
DAMAGED		

TYRES	
NEARSIDE FRONT	
NEARSIDE BACK	
OFFSIDE BACK	
OFFSIDE FRONT	
SPARE	

WHEELS - REAR	3	4
ALLOY/TRIMS		
PRESENT		
DAMAGED		

Use this checklist before returning your car to the lease company as any damage can incur extra costs which they may charge you for (check your lease contract first for their criteria for returning vehicles)  
Ensure the car is clean inside and outside when taking it in for the assessment

PDRUK/07/15

Kent's Finest Smart Repair Centre