



## POOL VEHICLE SURRENDER REPORT

Please fax this form to **248-754-5170** *immediately* upon your surrender of any Company-owned vehicle. If you have questions, please telephone a Vehicle Administrator at (248) 754-4728 or (248) 754-5473. (**IMPORTANT!** Your obligations to the Company with respect to this vehicle, including responsibility for damage, continue until this form is actually received by Vehicle Administration.)

### VEHICLE INFORMATION

VIN # \_\_\_\_\_ Date taken out of service: \_\_\_\_\_

Make (circle one): ☐ Audi ☐ VW Model: \_\_\_\_\_ Color: \_\_\_\_\_ Year: \_\_\_\_\_

Pool Name: \_\_\_\_\_ Pool Custodian Name: \_\_\_\_\_

Please pick up this vehicle for auction (circle one):

☐ YES (If yes, please fill out "Drop off location" below)

☐ NO (If no, please explain): \_\_\_\_\_

### DROP OFF LOCATION

Dealer Code: \_\_\_\_\_/\_\_\_\_\_ Dealer Name: \_\_\_\_\_

Dealer Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### ODOMETER DISCLOSURE STATEMENT

(Must be completed by *DRIVER* or *CUSTODIAN* upon the surrender of any Pool Vehicle)

Federal law requires you to state the odometer mileage in connection with the transfer of possession of this vehicle. Failure to complete this statement or making a false statement may result in fines and/or imprisonment.

By signing below, I hereby certify to the best of my knowledge that:

- ☐ the odometer reading reflects the actual mileage, which is \_\_\_\_\_ miles;  
☐ the odometer reading does not reflect the actual mileage. The actual mileage is \_\_\_\_\_ miles;  
☐ the odometer reading does not reflect the actual mileage and should not be relied upon. **WARNING!**  
**ODOMETER MILEAGE DISCREPANCY!**

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Work phone number)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)