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Custom Fleet Drop Off locations

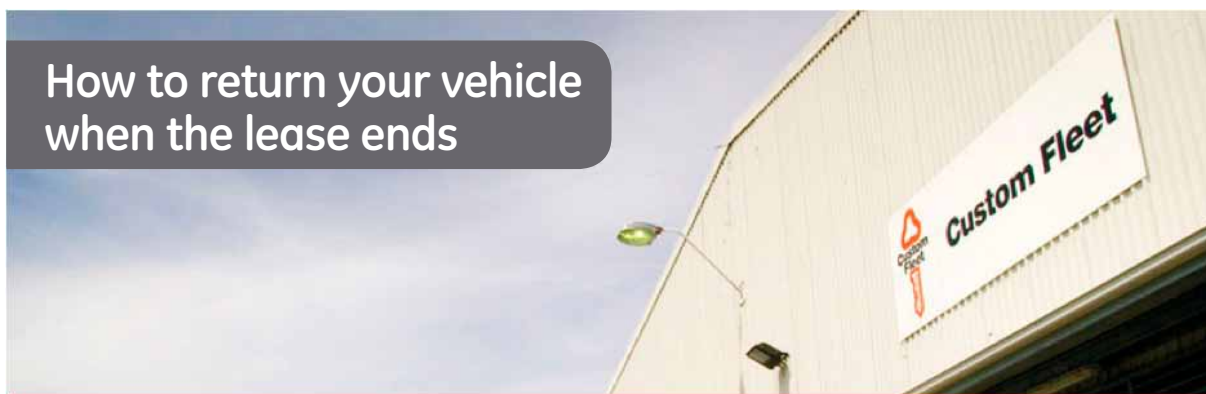
Your guide to returning your
vehicle at the end of its lease





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How to return your vehicle when the lease ends



Returning your vehicle at the end of the lease

When your lease period comes to an end, you'll need to return your vehicle to one of our nominated Vehicle Centres. But before you do, it's worth checking with your company's Fleet Administrator and using this guide to help with your final preparation.

If you're replacing your vehicle with a new vehicle

If you're getting a new lease vehicle through Custom Fleet, just leave your current vehicle at the dealership when you pick up your new vehicle. Just remember to tell the dealer that the vehicle is a Custom Fleet vehicle. They'll then contact us and we'll arrange to have your old vehicle transported to a Custom Fleet Vehicle Centre for you.

If you're not replacing your vehicle with a new vehicle

In this case, you need to deliver your vehicle to a Custom Fleet Vehicle Centre, or one of our authorised regional Drop Off points listed over the page. If you can't manage to return your vehicle, you can call us on 0800 107 591 to arrange your vehicle to be picked up. Just bear in mind, a transportation charge will be incurred if the vehicle is not returned to the correct location.

Remember the four 'R's:

Before returning your vehicle, here are four good things to remember:

- R**eport any damage or missing items to your company's Fleet Administrator - including service books, spare wheel, tools, seats, headrests, cargo barriers, etc.
- R**eturn your spare keys, remote keypads and fuel card (if applicable).
- R**emove all your personal belongings.
- R**eturn your vehicle in a clean and tidy state.

At the end of your vehicle's lease period, your company may be liable for restoration work if it falls outside of what is considered normal 'Fair Wear and Tear'. To find out more, just contact your company's Fleet Administrator, or check out our guide online at www.customfleet.co.nz





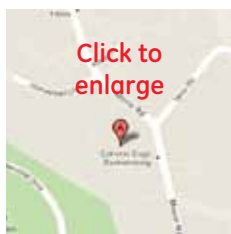
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Vehicle Centres and nominated vehicle return locations

You can return your vehicle to any of the following locations from Monday to Friday during the hours of 9.00am – 4.30pm. Make sure all of your valuables are removed, the vehicle is locked and the keys are handed only to the staff of our Vehicle Centre or nominated Drop Off locations.

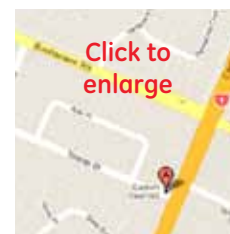
Auckland Vehicle Centre
50 Morrin Road, Panmure,
Auckland
Contact: Shanna-Maree Henson
Call Free: 0800 107 591
Fax: (09) 573 4853

Situated beside Mt Wellington, the Auckland Vehicle Centre can be found on Morrin Road, near the Tainui Road intersection. The centre can also be accessed via Merton Road, past the University of Auckland's Tamaki Campus.



Christchurch Vehicle Centre
124 Carmen Road, Hornby,
Christchurch
Contact: Les Davidson
Telephone: (03) 342 4708
Fax: (03) 342 4998

Conveniently based at Custom Fleet's Christchurch office, the Christchurch Vehicle Centre is located at 124 Carmen Road opposite Tirangi Street.



Regional Drop Off locations

If you're not close to the Vehicle Centres in Auckland or Christchurch, Custom Fleet has agreements with the following Drop Off locations around New Zealand to take delivery of returned vehicles.

Area	Drop Off Point	Address	Telephone
Whangarei	Pacific Motor Group Contact: Hayden Skinner	Cnr Dyer St & Rewarewa Rd Whangarei South	(09) 438 1812
Hamilton	Fairview Motors Contact: Paul Wykes	473 Te Rapa Rd Hamilton	(07) 849 9899
Tauranga	Turners Auctions Contact: Carl Jarmin	101 Hewletts Road Mt Maunganui Tauranga	(07) 575 6500
Napier	Jeffs Vehicle Deliveries	8 West Quay Napier	(06) 831 0080
Taupo	Wholesale Vehicles Contact: Danny or Les	3 Matai Street Taupo	(07) 377 0033 021 403 780
New Plymouth	New Plymouth Towing	116 De Havilland Drive New Plymouth	(06) 755 0911
Palmerston North	Courtesy Ford Contact: Graeme Davies	180 John F Kennedy Drive Palmerston North	(06) 356 8089
Wellington	Auto Despatch Contact : Donna or Jaysen	9 Gough Street Seaview Wellington	(04) 569 4866
Nelson	Nelson Vehicle Deliveries Contact: Dion	4 Fayette Lane Stoke, Nelson Please call first	027 548 0018
Dunedin	Jeffs Vehicle Deliveries Contact : Gaye English	15 Timaru Street Dunedin	(03) 455 2498

Please note: This guidance should be read in conjunction with your Master Lease Agreement, the terms of which shall prevail.

