

### Handover Document

Owner of the motorhome		Renter of the motorhome	
Name		Name	
Address		Address	
Post Code		Post Code	
Comfort Policy Number		Country of Residence	
Phone number		Phone number	
Email address		Email address	
		Number of drivers	

Driver details				
	Drivers Name	Address	Date of birth	Drivers licence number
1				
			Passport Number	
2				
			Passport Number	
3				
			Passport Number	
4				
			Passport Number	

Motorhome details	
Make	
Model	
Registration number	
The renter declares to have insured the vehicle for the period of hire with Comfort Insurance. <input type="checkbox"/>	
Comfort Insurance - Discover Policy Number	

The form below must be completed and signed at commencement of hire and upon return of the vehicle.

Collection	
Date	
Mileage reading	
Fuel level <small>Please indicate</small>	<input type="checkbox"/> Empty <input type="checkbox"/> ½ <input type="checkbox"/> Full

Return	
Date	
Mileage reading	
Fuel level <small>Please indicate</small>	<input type="checkbox"/> Empty <input type="checkbox"/> ½ <input type="checkbox"/> Full

Provided	
Motorhome Keys	Yes <input type="checkbox"/> No <input type="checkbox"/>

Provided	
Motorhome Keys	Yes <input type="checkbox"/> No <input type="checkbox"/>

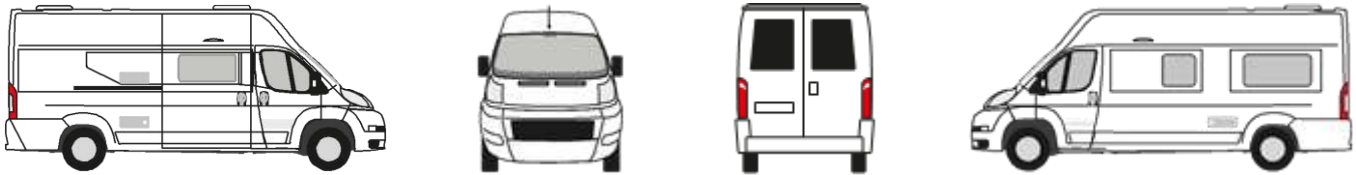
Condition of motorhome at collection:					Condition of motorhome upon return:				
	Clean		Damage			Clean		Damage	
	Yes	No	Yes	No		Yes	No	Yes	No
Bathroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bathroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fridge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fridge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Living and sleeping area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Living and sleeping area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cabin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cabin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:					Comments:				

Note the condition of the vehicle in the overview above. If something is not clean or if anything is damaged, you are recommended to take photographs or video.

	Collection	Return
Photographs:	<input type="checkbox"/>	<input type="checkbox"/>
Videos:	<input type="checkbox"/>	<input type="checkbox"/>

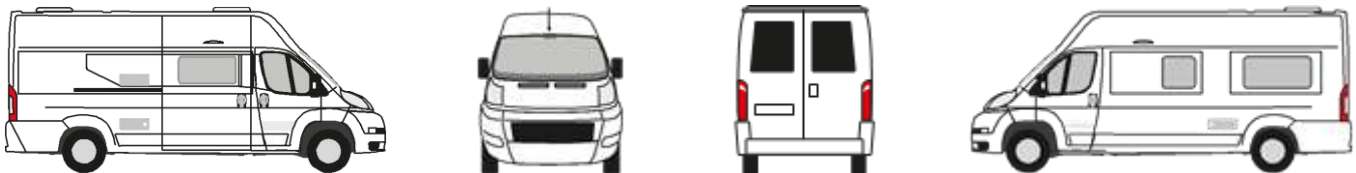
Where there is damage to the vehicle exterior, indicate the location on the drawings below:

**Collection:**      ✕ Chip    ○ Dent    — Scratch    ⊙ Scuff



Other comments:

**Return:**      ✕ Chip    ○ Dent    — Scratch    ⊙ Scuff



Other comments:

**Consent:**

The motorhome owner may need to contact Comfort Insurance and/or the insurers named in the policy booklet. Likewise, Comfort Insurance and/or the other insurers may need to contact the owner. However, the motorhome owner does not have any direct rights under this policy which is a legal contract between you and the insurers.

By signing this document, it is understood that consent has been granted by you “the renter” for this purpose.

Consent will be for the duration of the policy and will apply to the policy that you have stated above. You can withdraw, amend or restrict this consent at any time by contacting Comfort Insurance on 0208 984 0777. By granting your consent the insurers may sometimes need to clarify/verify certain details with you if there is any uncertainty regarding the information provided.

**Hire agreement Insurance Summary:**

The motorhome owner warrants that to the best of their knowledge and belief the motorhome is in a sound, safe, roadworthy condition and free from any known defects or faults which would affect its safe condition under normal use.

Yes  No

**Annual Vehicle Insurance Policy:**

The motorhome owner’s vehicle insurance stated above does not provide cover for hire and reward. It is the renter’s responsibility to arrange their own Discover Insurance policy for the duration of the hire period with Comfort Insurance before commencement of the hire. Discover Insurance is subject to the terms and conditions contained in your policy documents. The renter has arranged their Discover Insurance policy for the duration of the hire period

Yes  No

**Disclaimer:**

Comfort Insurance and/or the Insurers named in the policy booklet cannot accept any responsibility for or have any involvement with disputes between the hirer and owner

<b>Collection</b>	
The renter and the owner agree to the transfer of the rental in indicated state, including the corresponding inventory, known and specified on the list.	
<b>Owner Signature</b>	<b>Date</b>
<b>Renter Signature</b>	<b>Date</b>
<b>Location</b>	 

<b>Return</b>	
The renter and the owner agree to the transfer of the rental in indicated state, including the corresponding inventory, known and specified on the list.	
<b>Owner Signature</b>	<b>Date</b>
<b>Renter Signature</b>	<b>Date</b>
<b>Location</b>	 

**Hire Agreement Insurance Summary**

**Comfort Insurance Discover Insurance**

**Terms & Conditions of the Discover Insurance Policy:**

1. The insurance policy shall be arranged for the benefit of the renter (You) and the premium including taxes will be paid by the renter.
2. The insurance is arranged by Comfort Insurance and is subject to the underwriter's insurance policy terms and conditions. The insurance policy will indemnify the renter or any named driver during the period of cover against costs and expenses in respect of:
  - a. Loss or damage to the vehicle for which the renter is responsible
  - b. Claims against the renter or any named driver arising out of the use of the vehicle for which the renter and/or the named driver is legally liable
  - c. Mechanical breakdown of the
  - d. Legal costs and expenses
3. You must telephone Comfort Insurance on Tel 0208 984 0777 and provide them with all necessary information required by them to issue the insurance policy.
4. The insurance cover will be arranged on the following basis\*:
  - a. You are the renter of the vehicle.
  - b. You must be the main driver of the motorhome and, if required, one named person can also be insured to drive the vehicle
  - c. Use of vehicle is for social domestic and pleasure purposes only (excluding commuting to and from a place of work and any use in connection with the renter's business)
  - d. Period of cover – as detailed in the Policy Schedule and Certificate of Motor Insurance
5. Discover Insurance is subject to:
  - a. You and any named driver are aged between 25 and 70 years old
  - b. You and any named driver do not have a disability or medical condition which may affect driving.
  - c. You and any named driver must have been resident in England, Scotland, Wales or Northern Ireland for a minimum of 3 years
  - d. You and any named driver must have held a current full UK driving licence for a minimum of 12 months
  - e. You and any named driver have never been refused insurance or had special terms imposed on previous insurance policies
  - f. You and any named driver having no more than one class A driving conviction(s)
  - g. You and any named driver except in respect of theft or vandalism having no more than one fault claim (excluding windscreen) under any motor insurance policy within the past 3 years
  - h. You and any named driver have not incurred any claims in the past 5 years for either theft or vandalism
  - i. You and any driver have not been disqualified from driving or had a driving licence revoked for any reason within the past 5 years
  - j. You and any driver has not been convicted of any non-motoring conviction e.g. theft, drugs, dishonesty or fraud within the last 5 years
6. The information captured in this form is sufficient for the purposes of arranging the comfort Insurance Discover short period rental insurance. The hirer is recommended to provide their own rental agreement to protect their interests.