

Kia Supplier Car Scheme

Order Form



Section One - Employee Details

Employer	<input type="text"/>		
Employee Name	<input type="text"/>		
Home Address & Postcode	<input type="text"/>		
Email	<input type="text"/>	D.o.B	<input type="text"/>
Phone Number	<input type="text"/>	Mobile	<input type="text"/>
Primary Named Drivers/Age*	<input type="text"/>		
Secondary Named Drivers/Age*	<input type="text"/>		

Section Two - Vehicle Details

CAP ID	<input type="text"/>	Model & Derivative	<input type="text"/>	
Exterior Colour	<input type="text" value="1<sup>st</sup>"/>	Metallic Paint? Y	<input type="radio"/>	N <input type="radio"/>
Exterior Colour	<input type="text" value="2<sup>nd</sup>"/>	Metallic Paint? Y	<input type="radio"/>	N <input type="radio"/>
Preferred Dealer & Location	<input type="text"/>			
Employee Signature	<input type="text"/>	Date	<input type="text"/>	

Section Three - Declarations (To be filled in by the Scheme Co-ordinator)

	Yes	No
i) We confirm that the above employee works for the company named in Section One.	<input type="checkbox"/>	<input type="checkbox"/>
ii) The employee has successfully completed their probationary period and is over 21 years old.	<input type="checkbox"/>	<input type="checkbox"/>
iii) We have seen and retained a copy of the employee's driving licence and license summary.	<input type="checkbox"/>	<input type="checkbox"/>
iv) The driving licence is valid for the vehicle selected in Section Two.	<input type="checkbox"/>	<input type="checkbox"/>
v) We confirm that the above individual is not currently bankrupt or subject to the terms of an IVA.	<input type="checkbox"/>	<input type="checkbox"/>
vi) We confirm that the above individual is not a designated person on HM Treasury's Sanction List.	<input type="checkbox"/>	<input type="checkbox"/>
vii) The selected monthly repayment on the vehicle is less than 25% of gross monthly salary.	<input type="checkbox"/>	<input type="checkbox"/>

Signed	<input type="text"/>	Date	<input type="text" value="/"/>	<input type="text" value="/"/>
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Scheme Co-ordinator

*Your Scheme Co-ordinator must be supplied with a copy of a valid driving license for any named drivers on a scheme vehicle and DVLA license summary.

If your employment with Mobis Parts Europe N.V. (UK Branch) ("Company") is terminated for any reason whilst you have a car under the employee Kia Car Scheme (Operating Agreement 5039814) the vehicle will either have to be returned to the nominated dealer on or before your last day of employment or you can choose to keep the car and settle the outstanding finance.

If you choose to return the car, the Kia Car Scheme stipulates that you are responsible for any damages, excess mileage or early termination fee.

The Company reserves the right to retain a sum of money against your final salary payment ("Retention") until the detail of such costs have been received from the scheme provider following the inspection of your vehicle.

The following factors will be considered in ascertaining the Retention:

- Early termination fee, expected to be no more than 1-month's payment
- Excess mileage fee, estimation based on the inspection of your vehicle by an MPE-UK Kia car Scheme Coordinator
- Damages estimation of £150

We will return the Retention less any costs for damages, excess mileage or early termination fee within a reasonable period following receipt of the notification of any costs from the scheme provider. If there are monies still owing after this time, we will forward an invoice to you for the balance ("Balance Payment") which you will be liable to pay within 28 days of the date of the invoice. We reserve the right to take legal proceedings to recover the Balance Payment if it is not paid within this time which will be recoverable as a debt by the Company together with all costs (including legal costs) incurred by the Company in recovering the Balance Payment.

I agree that:

- The Company will implement the Retention
- You will be liable for the Balance Payment within 28 days of the date of the invoice

Sign

Print

Date

For the avoidance of doubt, this agreement does not in any way shape or form have the effect of amending or substituting the terms of your existing contract of employment with the Company nor does it in any way shape or form enhance your statutory or contractual rights as an employee of the Company.

Mobis Parts Europe N.V. (UK Branch)