

Kia Supplier Car Scheme



www.kiasuppliercarscheme.co.uk

HYUNDAI
MOBIS

 CBS
Car Benefit Solutions



Introduction

The Kia Supplier Car Scheme is your brand new employee benefit that allows you to own and drive a new Kia every 9 months, at a more competitive cost than could be found at retail. The scheme features no deposit, fixed monthly repayments and insurance is provided throughout the length of the contract, by Kia Motors UK.

In this pack you will find the information you need to enjoy your new employee benefit. Should you require any more information, please feel free to contact the dedicated CBS team using the details opposite.



Contact the CBS Team

For queries regarding:



Usernames and
passwords



Signing agreements and
PIN retrieval



Contract
information



Car insurance
questions

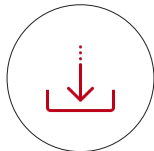
Email: help@carbenefitsolutions.co.uk

Phone: 0161 826 0000

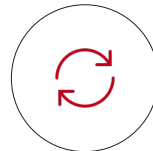
For queries regarding:



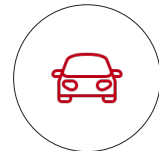
Quotations



Ordering scheme
vehicles



Replacement
vehicles



Vehicle
stock

Email: kiasupplier@carbenefitsolutions.co.uk

Phone: 0333 234 2122

Eligibility criteria

To be eligible for the scheme, employees must:

- Have passed their probationary period.
- Have a valid full driving licence.
- Be employed by an approved Kia Supplier.
- Be 23 years of age or older.
- Not be subject to an IVA/Bankruptcy.

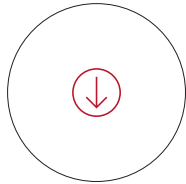
Please note:

- One car per employee.
- Vehicle must not be more than 25% of gross monthly pay
- Subject to insurance; Spouse/Partner, Parents, Siblings and Children in-law can drive the vehicle.

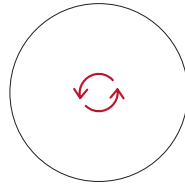
Scheme Benefits



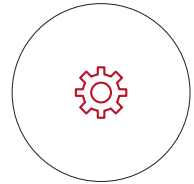
No Deposit &
No Hidden Fees



Fixed, Low Monthly
Repayments



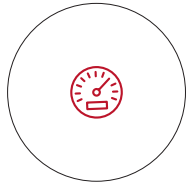
A New Kia
Every 9 Months



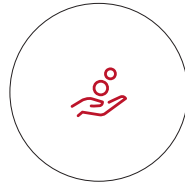
Manufacturer Warranty
Included



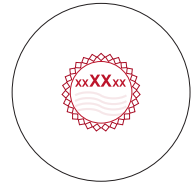
Insurance
Included*



1,000 Miles
Per Month Contract



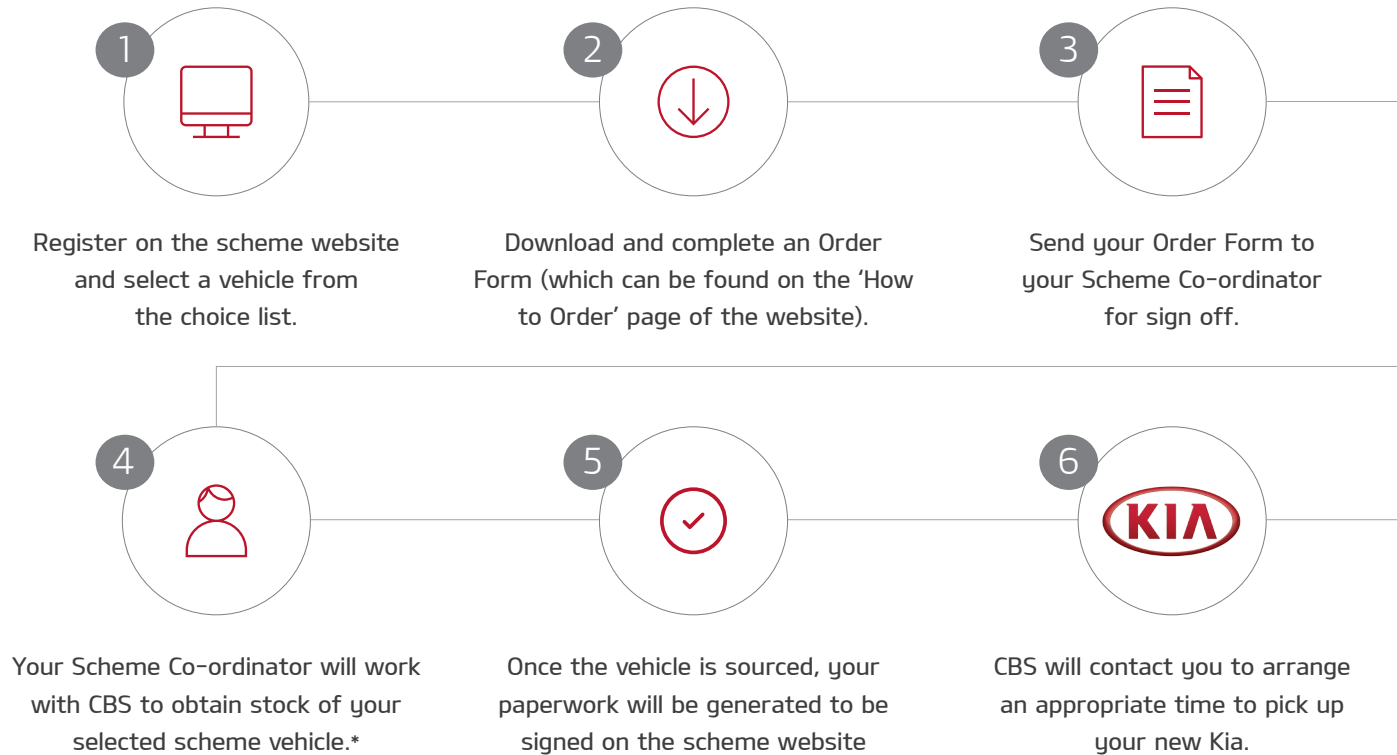
Payments Taken
A Month In Arrears



Road Tax
Included

*Insurance provided via Kia Motors UK

Ordering Your Scheme Vehicle



Did you know?

You can enjoy a test drive at your local Kia Dealer before ordering through the scheme.

7



Pick up your scheme vehicle from your selected Kia Dealer.

8



When you receive your new scheme vehicle, you will be asked to confirm that the vehicle is undamaged. At this point, should you spot anything that you are not entirely happy with, please notify the Kia Dealer representative. Please ensure the vehicle is supplied as you would expect, as any damage not recorded at this stage will be charged to you at the end of the contract.

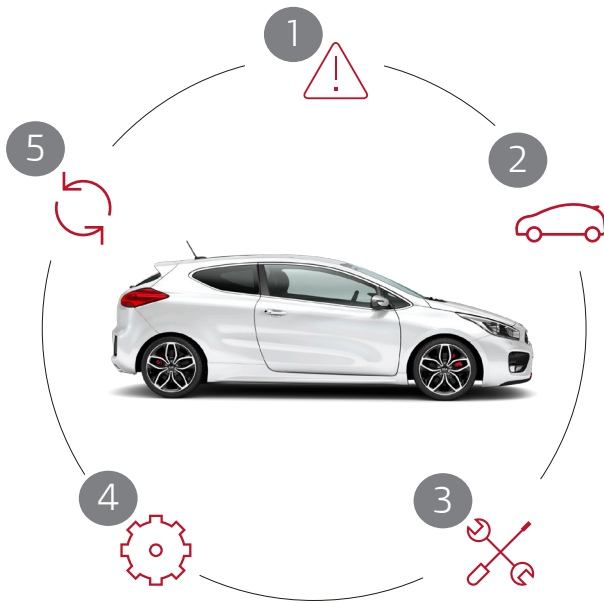


If you cancel your order, or early terminate your vehicle, you will be excluded from the scheme for 12 months.

* Please note: All vehicles are subject to availability. Should your selected vehicle not be available, CBS will work to provide alternatives that are in stock.

Renewal process

Before returning your scheme vehicle, you will be visited by a logistics and inspections partner of Kia. They will conduct a detailed inspection of the vehicle, marking down any damage that is deemed to be “unfair wear and tear”. During this inspection you will be provided with a breakdown of any charges to you. To avoid end of contract charges, please refer to the Fair Wear & Tear Guide which can be found on page 12 of this pack.



- 1 Renewal Contact**
You will receive a reminder advising you of your renewal date.
- 2 Order New Vehicle**
Choose and place your order for your replacement vehicle.
- 3 Vehicle Inspection**
An approved inspection company will contact you to arrange and carry out an inspection of your vehicle.
- 4 Return Vehicle**
Return your vehicle back to the dealership and complete the handover. **Please note: A final inspection will take place here.**
- 5 Drive Away New Car**
Pick up the keys to your brand new Kia

Vehicle Insurance Guide

Insurance for scheme vehicles is provided via Kia Motors UK and is a mandatory aspect of the scheme package. Below you will find a number of frequently asked questions regarding the insurance for your new scheme vehicle.

Should you require any more information, please contact the scheme helpdesk using the details below.

Scheme Helpdesk

0161 826 0000

help@carbenefitsolutions.co.uk



What coverage will I have with my new scheme vehicle?

Scheme vehicles are covered via Kia Motors UK who provide Fully Comprehensive Insurance for any participating employee. The policy also covers Business Use for employees however this will not be available to any named drivers on the vehicle.

Can I get a copy of my insurance certificate?

Yes. Your insurance certificate can be obtained through the Scheme Co-ordinator.

Can my spouse / partner / children drive my scheme vehicle?

Yes, employees have the option to add named drivers to a scheme vehicle's insurance policy. This will be handled by your Kia Motors Fleet Co-ordinator at any time during your agreement.

Please note: Any named drivers must be over 23 years old and will be required to adhere to all scheme policies and eligibility criteria. Named drivers on the insurance policy will not be covered for business use.

What should I do if I am involved in an accident?

In the event you are involved in an accident, irrespective of who is at fault, you must contact your Kia Scheme Co-ordinator to log the incident.

What is the insurance excess?

The insurance provider may request excess charges which will be payable by the employee to Kia Motors UK directly. These are set out below:

No claims in the previous 2 years - £250 excess payable

1 claim in the previous 2 years - £500 excess payable

2 claims in the previous 2 years - £750 excess payable

3 or more claims in the previous 2 years - £1,000 excess payable

Windscreens: Employees will be responsible for the first £75 of the cost if the vehicle damage is solely confined to glass.

Will I be charged an admin fee when adding named drivers?

All changes to the policy including adding named drivers will be handled by Kia Motors UK without charge.

Are there any restrictions to the insurance policy?

Whilst there are no restrictions on eligible employees obtaining scheme insurance, Kia Motors UK do have the right to disqualify drivers from future participation.

If I need to make a claim, who do I contact?

Please contact Allianz on 0330 102 1998

How many drivers can be insured on one vehicle?

Yourself and one additional driver can be insured.

Who do I contact to add an additional driver to my insurance?

Please contact your Scheme Co-ordinator to add an additional driver to your insurance.

Do I build up any No Claims whilst on the scheme?

Whilst you won't build up any no claims bonus on the scheme, the insurance company can provide proof of claims free driving. Please note: Any historical no claims bonus would also be at risk after being on the scheme for over 2 years.

What is covered by my insurance policy?

As the insurance policy is fully comprehensive, all aspects of your scheme vehicle are covered. Should any potential damage be confined solely to glass components of the vehicle, the employee will be liable for the first £75 of the costs, however, this will not be payable for windscreens that can be safely repaired in accordance to industry standards.

Fair Wear and Tear Guide

The guide to 'fair wear and tear' shows acceptable return standards and common associated issues. Any excess wear and tear and/or damage that requires repair, will result in a charge to the employee at the end of agreement. Should your scheme vehicle become damaged, please inform your Scheme Co-ordinator immediately.



Badges and decals

Original badges and decals should be in place and undamaged. Any additional badges or decals added by a third party should be removed and any resulting damage should be repaired.



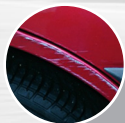
Window Glass/Windcreens

Any chips or cracks within the front windscreen be repaired to MOT standard and show no signs of distortion or discolouration when viewed from the driver seat, otherwise a replacement will be required at cost to the employee.



Wheels

Any visible damage to wheels may be charged. Alloy wheel rim damage where metal has been shaved off regardless of the size of the affected area is not acceptable.



Exterior

Any paint chips, scratches and/or dents need to be fixed. Light cracks on number plates not affecting rigidity and security are acceptable, however heavily cracked, broken or holed plates are unacceptable.



Tyres

All tyres, including the spare tyre, must meet minimum UK legal requirements (1.6mm) and comply with manufacturer's recommendations of tyre type.





Please note

Any damage that hasn't been made good before the vehicle has been returned will be charged from the employee in the final monthly repayment.

Additional items

The spare wheel, jack and other tools, if originally supplied, must be intact, stowed properly and in good working order. All issued vehicle keys must be returned. Employees will be charged for new replacement keys and coding if lost. Please do not leave spare keys in your glove box as this will invalidate your vehicle insurance.



Mileage

Excess mileage will be charged to the employee at 8p per mile for any mileage at over 9,000 miles. Excess mileage charges will be claimed from the employee in the final monthly deduction from NET pay.



Interior

All upholstery, carpets, internal trim, equipment items and headlining must be well maintained with no loose or missing trim.

Unsuitable damage, tears, burns and stains are not acceptable.

Where there is evidence of heavy damage caused by customer abuse i.e. heavy indentations or cracks that have punctured or split the boot floor liners and the tidy tray underneath these would result in a replacement charge.



All repairs must be carried out by a Kia Approved Body shop

Contact details

Scheme Co-ordinator

MPE-Uk

01827 266 743

Scheme Helpdesk

Car Benefit Solutions

0161 826 0000

Insurance Provider

Allianz

0330 102 1998

Insurance Assistance

James Hallam Ltd

01245 204 572

Motor Recovery

KIAssist

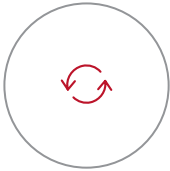
0800 015 8762

Windscreen Damage

Autoglass

0800 169 7181

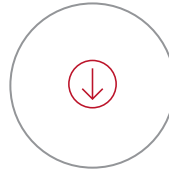




A New Kia
Every 9 Months



No Deposit &
No Hidden Fees



Fixed, Low Monthly
Repayments



Insurance Included via
Kia Motors UK

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Kia Supplier Car Scheme

Authorised and regulated by the Financial Conduct Authority.

www.kiasuppliercarscheme.co.uk | 0161 826 0000 | help@carbenefitsolutions.co.uk

Car Benefit Solutions, The Barracks, 400 Bolton Road, Bury, BL8 2DA

