

Dealer Name: _____

Dealer Address: _____

To, _____ Date: _____
The manager

Subject: Request for loaner car in place of my car given for service/repairs at your workshop.

I have given my car bearing registration no _____ model _____
for inspection/service/repairs at your workshop on _____

Since I require the car for attending to my daily chores till the time inspection/service/repairs
of my car are completed, I request you to provide me with a loaner car of any Maruti Suzuki
model and make.

I hereby agree and undertake to be solely responsible and liable for all the Police challans/
actions, accident loss and/or mistake of any kind, while using the loaner car.

I also agree to properly maintain and upkeep the loaner car and shall return it in the same
condition as set out in the car details and condition report shown on the right hand side of
this letter.

I have read, understood and agree to all the terms & conditions mentioned on the back side
of request letter, & hereby provide my undertaking.

(Customer Signature)

Date & time of receiving loaner car: _____

Name: _____

Address: _____

Driving Licence No.: _____

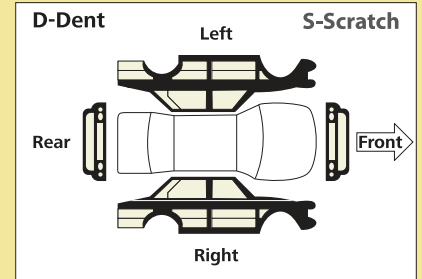
Issued by: _____ Valid up to: _____

LOANER CAR DETAILS

Registration No:	Model:
Out Time:	Out Kms:
In Date:	In Time:
	In Kms:
Dealer/Workshop Signature/Stamp	

Vehicle Inventory

Veh. Physical Status



Mud flaps (Nos)		
Tyre make	1.	
	2.	
	3.	
	4.	
Wheel cap cover (Nos)		
Wind screen	OK	Not OK
Battery make		
Sr. no:		
Spare wheel	Yes	No
Jack and handle	Yes	No
Tool kit	Yes	No
Service Booklet	Yes	No
Stereo	Yes	No
Key ring	Yes	No
Fuel	<p>A fuel gauge diagram with markings for E, 1/4, 1/2, 3/4, and F. The word 'FUEL' is written below the gauge.</p>	
Mats		
AC	Yes	No
	OK	Not OK
Amplifier make		
CD changer		
Speaker (Nos)		
Extra fitment	Yes	No
Insurance	Yes	No
PUC	Yes	No
RC copy	Yes	No