



## RENAULT EURODRIVE DOCUMENTS and TERMS & CONDITIONS CHECKLIST



Now that you are in possession of all the documents that are required to ensure a proper fulfillment of your reservation order, please make sure, before returning such documents to us, that you have:

- ❖ SIGNED and DATED YOUR PURCHASE & REPURCHASE AGREEMENT (CONTRACT).
- ❖ INDICATED YOUR AIRLINE NAME, FLIGHT # and/or EXPECTED ARRIVAL TIME AT THE RENAULT DELIVERY CENTER. If you are not specifying an arrival flight, please note that you will have to contact the delivery center at least 3 business days before pickup to confirm your appointment.
- ❖ SIGNED THE CREDIT CARD AUTHORIZATION SLIP AND INCLUDED YOUR 3 OR 4 DIGIT SECURITY CODE ON THE FORM (If applicable)
- ❖ SIGNED YOUR DECLARATION & POWER FORM and wrote the words “Read, approved and authorized” above your signature.
- ❖ MADE A COPY OF YOUR PASSPORT (we only need the pages with your signature, your picture and the issuance and validity details) AND OF YOUR DRIVER’S LICENSE (we need a copy of the front side)
- ❖ IF YOU ARE A EUROPEAN COMMUNITY CITIZEN ELIGIBLE TO THE PROGRAM, FILLED THE PROPER FORM (IMD6 or IMD6 bis) AND MADE A COPY OF ALL THE SUPPORTING DOCUMENTS NECESSARY TO THE CUSTOMS
- ❖ READ THE RENAULT EURODRIVE GENERAL TERMS & CONDITIONS, AS WELL AS THE ROAD ASSISTANCE AND INSURANCE POLICIES.

Please send back to us:

- The signed Declaration of Power
- The signed Purchase / Repurchase agreement
- The signed credit card slip
- The copy of your passport and any other document required for Customs as mentioned above.
- The copy of your driver’s license

You can send all these documents either:

- By Email: as an attachment to [documents@renaultusa.com](mailto:documents@renaultusa.com)
- By Fax: to + 1 (914) 220-3813
- By Mail: to Wheels in Europe – Renault Eurodrive, 45 Knollwood Road, Suite 405, Elmsford, New York 10523 – USA

You do not need to call us. If all documents are OK, we will send you a confirmation notification (may take up to 3 business days) by email. If your documents are incomplete or require clarification, we will contact you directly.