



Request to Take Company Vehicle abroad

As per our company car driver policy you can with prior approval drive your company car to EU countries. Please complete the below request for information to provide our insurer with the relevant information to cover your journey. This benefit is strictly at director discretion providing the correct information is supplied.

Please complete the form below and submit prior to the dates required for travel

Employee Name.....

Employee Dealership.....

Dates of Travel -

From -

To -

Vehicle Registration.....

Countries you will be visiting (including enroute & final destination) –

.....
.....

Please return your completed form to Victoria.Starkey@startinggroup.co.uk

For all travel outside of the UK you will need to make sure as per our driver policy you comply with the laws of the road for that country which is your responsibility. A copy of the group insurance policy can be found on the intranet under employee resources to be downloaded.

Please ensure you also make a note of the claim helpline below (number is the same for outside of the UK)

UK Motor Trade Claims Service + 44 (0) 370 900 1753

Email: mtp.INS@axa-insurance.co.uk

Our 24-hour helpline will immediately take action to help you, if you need to make a claim or if you think you do or you accidentally fill your insured vehicle with the wrong fuel.

Please quote your policy number when you call – Policy number BM MTP 6866103

If you need to add an additional driver to our insurance for your trip please complete the request to add an additional form available on the intranet under employee resource