

KNOWN DEFECTS DISCLOSURE FORM

Used when the vehicle has known faults that must be disclosed.

Important: This template is a general business record only and is not legal, tax, accounting or compliance advice. Adapt it for your process and have it checked by a qualified adviser before relying on it.

1. Vehicle / Customer / Core Details

Vehicle registration:

Customer informed before purchase? Yes / No

☐ Yes ☐ No ☐ N/A

2. Description, Checks and Disclosure Details

Defect description:

Defect location:

Mechanical fault:

Electrical fault:

Cosmetic defect:

Warning light:

MOT advisory:

Repair agreed? Yes / No

☐ Yes ☐ No ☐ N/A

Price adjusted because of defect? Yes / No

☐ Yes ☐ No ☐ N/A

3. Approval, Acknowledgement and Signatures

Customer signature:

Garage signature:

4. Office Use Only

Stock/deal file updated?:

Supporting documents attached?:

Reviewed by:

Date reviewed:
