

PREVIOUS USE DESCRIPTION FORM

Used to disclose how the vehicle was previously used.

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:

☐ Company/fleet use

☐ Driving school use

2. Description, Checks and Disclosure Details

☐ Private use

☐ Rental use

☐ Taxi/private hire use

☐ Courtesy car use

☐ Police/emergency service use

Previous use verified? Yes / No

☐ Yes ☐ No ☐ N/A

Disclosure wording:

3. Approval, Acknowledgement and Signatures

Customer signature:

4. Office Use Only

Stock/deal file updated?:

Supporting documents attached?:

Reviewed by:

Date reviewed:
