

FEATURE FAULT DISCLOSURE FORM

Used where a feature is present but faulty or not tested.

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: _____	Feature name: _____
Price adjusted? Yes / No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Customer informed before sale? Yes / No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

2. Description, Checks and Disclosure Details

Fault description: _____ _____	
Not working / intermittent / not tested <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Repair agreed? Yes / No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Customer acknowledgement: _____ _____	

3. Approval, Acknowledgement and Signatures

Signature: _____	Date signed: _____
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4. Office Use Only

Stock/deal file updated?: _____	Supporting documents attached?: _____
Reviewed by: _____	Date reviewed: _____