

SPARES OR REPAIRS DESCRIPTION FORM

UK garage / dealer vehicle description and disclosure record

Important: This template is a general business document for recording vehicle description, advert, disclosure and sale-file checks. It is not legal advice. Have it checked by a qualified solicitor or compliance adviser for your exact business, jurisdiction and sales process before relying on it.

Form Purpose

Used where a vehicle is not being sold as roadworthy.

1. Form Details

Buyer name:		Vehicle registration:	
VIN/chassis number:		Vehicle not sold for road use? <input type="checkbox"/> Yes <input type="checkbox"/> No:	
Known safety issues:		Known mechanical faults:	
MOT status:		Must be transported away? <input type="checkbox"/> Yes <input type="checkbox"/> No:	
Buyer confirms vehicle is for repair, parts, or trade use:			

2. Sign-Off / Approval

Manager approval:	<hr/>	Buyer signature:	<hr/>
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Office notes / additional comments: