

Handover report – Motorhome, Campervan

Please ensure the handover report is filled in as accurately and detailed as possible. Tip: We recommend taking photos of the vehicle and this signed form for your records.

Vehicle details

Vehicle rego

Vehicle make

Vehicle model

Fuel

Booking number

Traveller

Name

Street

Suburb / postcode

Mobile phone

Date of birth

Driver's licence number

Extra driver **

** If there are more than two additional drivers please add them in the note field on the back.

Name

Street

Suburb / postcode

Mobile phone

Date of birth

Driver's licence number

Owner

Name

Street

Suburb / postcode

Mobile phone

Pick up

Date

Odometer reading

Fuel level (please mark)

|
empty

|
1/2

|
full

Drop off

Date

Odometer reading

Fuel level (please mark)

|
empty

|
1/2

|
full

Essentials

Provided?

(pls. note amount)

Pick up

Yes No

Drop off

Yes No

Vehicle registration

___ Vehicle keys

___ Cabin keys

Provided?

Pick up

Yes No

Drop off

Yes No

Other: _____

Registration of faults

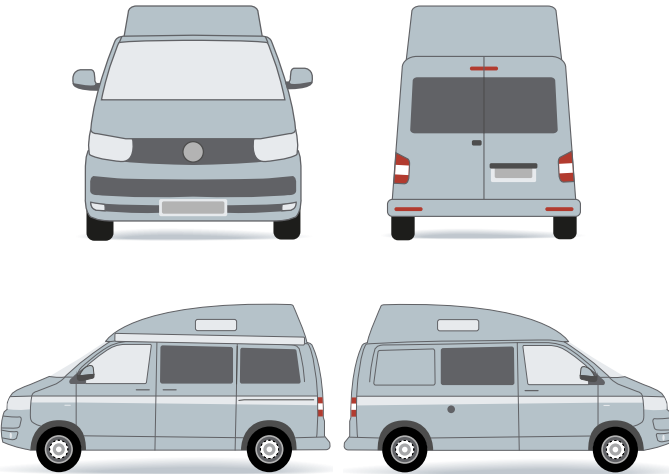
Pick up

— Scratch ○ Dent ∅ Scuff ✕ Chip

Motorhome Width: _____ m Height: _____ m



Campervan Width: _____ m Height: _____ m



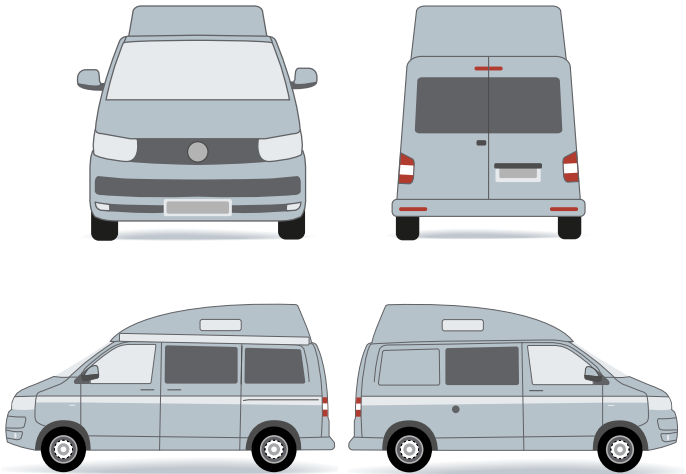
Drop off

— Scratch ○ Dent ∅ Scuff ✕ Chip

Motorhome



Campervan



Check list inside

Provided / Condition acceptable?

Pick up

Drop off

Yes No

Yes No

Furniture /Table
 Upholstery / Covers
 Blinds / Curtains
 Fly screen
 Lights
 230v Power sockets
 Carpet / Lino
 DVD / CD / Radio
 Satellite / TV
 AC / Heating
 Kitchenette
 Fridge
 Freezer

Provided / Condition acceptable?

Pick up

Drop off

Yes No

Yes No

Stove
 Oven
 Range hood
 Mirror
 Toilet (empty)
 Shower
 Sink
 Fresh water tank
 Grey water tank
 Water pump
 Gas bottle
 General exterior cleanliness
 General interior cleanliness

Notes – Traveller to initial any notes regarding damage

Tyre tread depth (mm)

Left front	Right front
Left rear	Right rear

Tyre tread depth min guideline:

0 - 10 days: 3mm	31 - 40 days: 6mm
11 - 20 days: 4mm	41 + days: 7mm
21 - 30 days: 5mm	

Final clause & signature

All drivers have been fully instructed of the dimensions of the vehicle. All drivers are aware of rights, obligations, road restrictions and regulations in Australia. All parties (owner and drivers) confirm the accuracy of the information stated above and recognise this as part of the leasing contract.

Pick up

Signature owner	Date	Time
Signature traveller	Date	Time

Drop off

Signature owner	Date	Time
Signature traveller	Date	Time

For insurance purposes this document needs to be signed by traveller and owner.