

Unaccompanied Demonstration – Checklist



During the current pandemic we are unable to offer accompanied test drives. Therefore all test drives will be unaccompanied. In order to test drive one of our vehicles you must adhere to the following stipulations. We will complete this form with you verbally. Shields Motor Company reserve the right to refuse a test drive without any reason.

You ***MUST be prepared to leave*** the following with us for the duration of your visit/ test drive.

1. Driver's Licence
2. Passport and or/ other form of Photo ID
3. Your car or house keys

In addition your photo **WILL** be taken on arrival

SECTION 1

Insurance excess

By signing the following document you agree that you are responsible for any insurance excess payable in the event of an accident or damage to the vehicle.

Your information

We will keep a record of all the information gathered in relation to unaccompanied demonstrations for a minimum of six months or, if a claim is made, the period that relevant insurers specify.

REQUIRED INFORMATION

We must have **ALL** the following information before an unaccompanied demonstration takes place:

DRIVER'S DETAILS

Title _____ First Name _____ Surname _____

Driver's full address _____

Post code _____

Mobile _____ Email _____

DRIVING LICENCE DETAILS (must be UK or EU issued)

Driving licence number _____

Driving licence origin _____ Driver's DOB _____

OTHER IDENTIFICATION

Have you seen driver's passport? Y ☐ N ☐ Passport number _____

SECTION 2

From the information received in Section 1, only allow an unaccompanied demonstration if the driver:

is between 25 and 70 years of age Y ☐ N ☐

has held a full British driving licence, valid for the vehicle in question, for at least one year Y ☐ N ☐

has not been involved in more than one collision or other motoring incident for at least three years Y ☐ N ☐

has no convictions under the Road Traffic Act and has fewer than six penalty points Y ☐ N ☐

is not awaiting prosecution for any criminal offence (except for parking or speed offences, unless there is more than one)
Y ☐ N ☐

is able to verify their identity with at least one document with photo ID, such as a passport, in addition to their driving licence Y ☐ N ☐

allows you to hold on to either their current vehicle's keys or and their documents as security. Y ☐ N ☐

If you can answer 'YES' to all of the above, then you can consider allowing the test drive. If any are a 'NO', do not proceed.