

Car Key Provisioning Form.

(It's paper... we'll get this online soon!)



Please complete one form for each car key you are sending for customisation.

Car Share Name														
Country of Operation														
Car Make														
Car Model														
Car Registration Plate														

VIN Number (17)																	
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Ignition / start method (circle one)	Start button .. or.. Twist key	Be aware that cars that have twist-key ignitions <u>must</u> have a key left inside the car for renters. Hourfleet can only provide remote unlock/lock capabilities in this instance. Starting the car will require an OEM key.
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Declaration: I acknowledge that this customisation service is subject to the terms and conditions outlined in Hourfleet's Terms of Service, and that the key submitted for customisation is forfeit and can not be recovered for general use.

Signed _____ Name _____

Date _____

Shipping Instructions

1. Place each form, and the correct car key into a Ziploc-type plastic bag
If sending multiple keys, place all keys into their own bag, and then pack one box/package
2. Send using the following options
 - a. Tracked (Track & Trace)
 - b. Signature Required
 - c. Select an appropriate level of insurance
3. On customs declaration note the value as \$NZ200, and use these words "Goods being returned to New Zealand for repair"
4. Ship to:
Hourfleet Operations
C/- Walker Scott Ltd
Level 1, 78 Victoria St
Wellington 6011
NEW ZEALAND
Contact number: +6421468601
5. Please email the tracking number to support@hourfleet.com

Hourfleet Admin Use:	Device Serial	<input type="text"/>
	Key Serial	<input type="text"/>