

MOTOLEASE™
EARLY TERMINATION OF A LEASE COVER PAGE



***Enclosed you will find the required documents to begin the early termination.
Use this page as a cover page when submitting the documentation to our support team.***

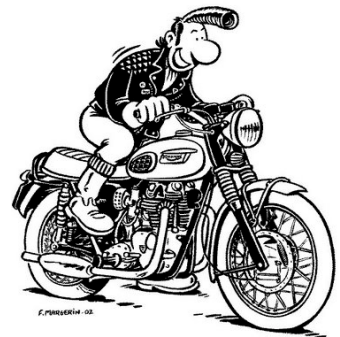
1. Fax or mail the required documents to begin the early termination:
 - Signed - Early Termination of Motor Vehicle Lease
 - Signed - Leased Vehicle Odometer Disclosure
2. Once we receive the signed documents, we will provide you with a Vehicle Return Authorization Notice with return instructions and drop off location.



Send in the Early Termination
of Lease and Odometer
Disclosure Forms



Receive the "Vehicle Return
Authorization Notice" with
return instructions



Contact the MOTOLEASE Dealer
to schedule an inspection and
return the vehicle



RETURNING YOUR LEASED VEHICLE

If you decide to return your vehicle at the end of your lease, please review your lease agreement carefully. Make sure you understand your contractual obligations.

Returning your vehicle to an authorized drop off location:

Unless you have made prior arrangements with our MotoLease Support Team, **do not drop off your vehicle until you have received a Vehicle Return Authorization form** listing the closest authorized drop off location. **NOTE:** You are responsible for the vehicle until the return documents are executed at the drop off location, including maintaining insurance and paying any fees or damages associated with the transportation of the vehicle.

1. The Vehicle Return Authorization form will provide the name, address, and phone number of the closest drop off location
2. Before you return your vehicle, contact the drop off location representative to schedule an inspection appointment
3. Remove all personal belongings and clean the vehicle inside and out
4. At the scheduled inspection time return your vehicle to the drop off location (remember, you will need to coordinate a ride home)
5. An inspection specialist will provide you with the applicable **excess wear and use charges** - only if your vehicle has sustained damage that is not considered normal wear and use
6. A final bill will be mailed to you

What might be included in my final bill¹:

- A disposition fee (listed in your lease agreement)
- Any official fees or state taxes due
- Any outstanding payments
- Transportation fee – only if you do not return your vehicle to the drop off location specified by MotoLease
- **Excess wear and use charges** – only if your vehicle has sustained wear and use that is not considered normal
- Early termination liability – only when applicable as listed in your lease agreement
- Registration fees

¹ If you currently reside, or have resided in the past in a state that assesses personal property taxes on leased vehicles, you will be sent a separate invoice when, and if, we receive the bill. This bill may arrive after you have received the final invoice of your lease or after you have purchased the leased vehicle.



EARLY TERMINATION OF MOTOR VEHICLE LEASE

ATTACHMENT –A–

TO: MOTOLEASE, LLC FROM: _____
10866 WILSHIRE BLVD STE # 565 _____
LOS ANGELES, CA 90024 _____

I, _____, as Lessee ("I"), notify you, Lessor ("You"), my intent to terminate the lease of the following described motor vehicle:

Year	Make/ Model	VIN of leased motor vehicle	Lease or Account Number
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I understand that you may provide more specific instructions related to my lease agreement, your procedure for implementing this lease termination, or may designate someone to act on your behalf (Dealer). You will also provide the VEHICLE RETURN AUTHORIZATION form.

I understand that in order to terminate the lease, I am required to do the following:

- 1) Deliver this notice to You by: (a) fax at 866-868-8003; (b) hand delivery; (c) recognized courier service; (d) U.S. mail in an envelope, postage paid and return receipt requested, addressed to You at the above address; or (e) by any other means You designate.
- 2) After receiving the VEHICLE RETURN AUTHORIZATION form, I will contact the provided drop off location representative listed on the authorization to schedule an inspection appointment. At the scheduled inspection time I will return the leased motor vehicle to the drop off location specified by you. (If I request a vehicle pick up, I understand that I may be charged an additional fee for it.)

Termination Date:

The lease is terminated effective on the date that I have complied with items 1) and 2) above. **The early termination process only begins once you return this form signed.**

Federal Odometer Statement

I understand that Federal law requires me to provide you with a signed statement showing the vehicle's mileage at the termination of the lease. (Attachment A meets this requirement.)

Liability by Law:

In addition to an early termination charge, I understand that I remain liable for the prorated part of my last monthly payment due before the Termination Date, as well as any past due monthly payments, disposition fee (listed on your lease agreement), taxes, summonses and title and registration fees, reasonable charges for excess wear and use and excess mileage (when applicable by lease), and any other amounts owed under the lease, that have become due and are unpaid at termination in accordance with the terms of my lease. My final statement will be provided to me showing details of all due payments.

Lessee Signature

Date