



# Vehicle Return Checklist

Prepare your leased vehicle for a smooth return with this step-by-step guide.

## 1 Remove personal belongings

Check your glove box, trunk and seat pockets to remove personal items such as sunglasses, garage remotes, charging cables and more!

Be sure to remove any toll tags and parking/transit passes.

## 2 Check for Excess Wear and Use

Review our [Excess Wear and Use Guidelines](#) to get a better understanding of normal wear vs excess wear.

You can also schedule an **optional pre-inspection** to get an idea of what you can expect for any excess wear and use.

## 3 Gather All Original Equipment

Make sure the following are present:

All original keys and fobs

Spare tire, jack, and tools

Owner's manual

Headrests, cargo covers, and other accessories

Floor mats (original, if included)

## 4 Check Mileage

Compare current mileage to the limit in your lease agreement.

Be aware of any mileage overage charges (usually charged per mile).

## 5 Review Your Lease Terms

Know your turn-in fee (if any).

Understand your damage and mileage allowance.

Check whether you're eligible for any loyalty or renewal incentives.

## 6 Schedule Your Return

Schedule your vehicle return appointment with your dealership.

Be sure to return all keys, key fobs, original manufacturer wheels (if different from current set) and any charging cables for electric vehicles.

## 7 Keep Records & Return Vehicle Equipment

Request a copy of the **vehicle return receipt** and condition report.

- » The vehicle return receipt should be signed by you and the dealer and include a copy of the odometer statement.
- » The dealer is responsible for submitting the vehicle return receipt, but we suggest keeping a copy for your records.

Take date-stamped photos of the vehicle (inside and out) at return time for your records.

## 8 Notify SFS

Once the return is complete, call our Lease Maturity Team at **833-991-4369** to let them know which dealership it was returned to, and if you have any questions.