Company Vehicle Use Agreement

This agreement is made between the Company and the Employee named below and takes effect on the date of the last signature.

Company

LEGAL NAME

EMAIL

PHONE

ADDRESS

Employee

FULL NAME

EMAIL

PHONE

PAN

ADDRESS

Terms

EMPLOYEE NAME

EMPLOYEE ID

DATE OF JOINING

DESIGNATION

DEPARTMENT

VEHICLE AND REGISTRATION

USE

FUEL LIMIT PER MONTH (₹)

DRIVER

Clauses

- Licence. The Employee holds a valid licence and does not let unauthorised people drive.
- Fines. Traffic fines while the Employee uses the car are the Employee's.
- Accidents. Accidents are reported to the company and police at once.
- Tax. Personal use is a taxable perquisite valued under Rule 3 of the Income-tax Rules.
- Return. The car is returned on exit or on request.

Initials

General terms

- Governing law. This document is governed by the laws of India.
- Entire agreement. This document is the whole agreement between the parties on its subject and replaces earlier discussions.
- Amendments. Changes are valid only in writing signed by both parties.
- Severability. If a clause is unenforceable, the rest of the document still applies.
- Notices. Notices may be sent to the email addresses given above and take effect on delivery.
- Electronic signatures. The parties agree to sign electronically; electronic signatures and records are valid under the Information Technology Act, 2000.

Company

SIGNATURE

PRINTED NAME

DATE

Employee

SIGNATURE

PRINTED NAME

DATE