

Fact Sheet

Going abroad this summer?

If you are planning to take your vehicle to Europe this summer, you will need to obtain the appropriate paperwork to comply with European legislation.



This document provides you with a comprehensive checklist of all the documentation and materials you need to take with you, and the checks you need to make before setting off.

“Vehicle on Hire Certificate” and letter of authorisation.

As registered keeper of your vehicle, we must issue you with a letter of authorisation to give you permission to take the vehicle out of the United Kingdom. We will also issue you with a Vehicle on Hire Certificate (VE103R), authorised on behalf of the Department of Transport, which will provide foreign authorities with details of your vehicle and of the hire arrangement between you and Lex Autolease.

To request these two documents, simply call our RAC Helpdesk on 0800 096 7555 or submit an application via the European Travel Documents page of our website – www.lexautolease.co.uk. Please allow at least seven days from the date of your application to the receipt of your documentation. If you are travelling within seven days, please call 0800 096 7555 and we will arrange special delivery at a charge of £4.00.

Your current full UK driving licence.

If you have a new format driving licence, you will require both the photo-card and its paper counterpart.

Foreign motor insurance.

Most insurance policies will give you cover to take your vehicle into Europe. However, if you are at all unsure whether your insurance policy provides this cover, check with your insurance provider.

European breakdown cover.

It is essential that you have adequate breakdown cover while travelling in Europe. We may automatically provide you with comprehensive cover for overseas travel and, if so, you will receive a European Motoring Assistance policy booklet along with your Vehicle on Hire Certificate and letter of authorisation. Alternatively, you can call 0800 096 7555 for discounted rates on RAC European Motoring Assistance.

Checklist.

- “Vehicle on Hire Certificate” and letter of authorisation.
- Your current full UK driving licence.
- Foreign motor insurance.
- European breakdown cover.
- Personal travel insurance.
- Your vehicle safety kit.
- Safety checks.
- European Health Insurance Card (EHIC).
- Your travel itinerary.

Personal travel insurance.

Give you and your family total peace of mind by taking out travel insurance to cover theft, loss and medical costs. You can take out annual cover or single trip cover from most insurers, including from www.lloydstsb.com/insurance

Your vehicle safety kit.

Many countries in Europe require by law that you to carry a first aid kit, fire extinguisher, warning triangle, reflective jacket, headlamp beam reflectors and spare bulbs. You can find out exactly what is required by each country at www.rac.co.uk, although we advise that you pack these important items regardless of where you are travelling.

Safety checks.

Before you go, it's vital that you carry out normal vehicle safety checks on your oil, water, windscreen washer fluid, tyre wear and tyre pressure. Remember that if your vehicle is full of passengers and luggage, you should refer to the manufacturer's handbook for revised tyre pressures. Please also ensure that if your vehicle requires a service it is booked in at least seven days before you are due to travel.

European Health Insurance Card (EHIC).

We recommend that you obtain the European Health Insurance Card (EHIC), which entitles you to reduced-cost, sometimes free, medical treatment that you might need while you're in Europe. You can apply for an EHIC for you and your family at the post office or online at www.dh.gov.uk/travellers. Please note that although intermediary organisations have attempted to charge for this card, it should always be free.

Your travel itinerary.

Please ensure your family or friends have a copy of your travel itinerary and your mobile phone number, and make sure you let them know if you make any changes to your itinerary.

Online information.

Foreign and Commonwealth Office
www.fco.gov.uk

To find out more

Call:

RAC helpdesk
0800 096 7555

Or

Driver support team
0844 824 0736