

Due to GDPR requirements personal data needs to be transmitted securely. Please do not email your completed form, instead contact your Venson account management team on your dedicated driver hotline number who will provide you with instructions.



Overseas Travel Authorisation Request

As your vehicle is leased from Venson Automotive Solutions, there are a number of regulations in place that need to be adhered to prior to taking your vehicle overseas. These include:

- Obtaining a letter of authorisation from Venson Automotive Solutions
- Obtaining VE103b documentation from Venson Automotive Solutions (a legal document for lease car drivers which replaces the V5 registration document)

Please complete sections A, B and C below and return to Venson Automotive Solutions at least 14 days prior to travel.

A. Vehicle Details – required for letter of authorisation

Registration no: Make/model of vehicle: _____

Name of authorised driver: _____

Employer: _____

Daytime phone no: _____ Email: _____

Home address: _____

Postcode: _____

Name of additional driver (if applicable)*: _____

Additional driver address (if different to above): _____

Postcode: _____

Additional driver travelling unaccompanied: Yes / No

Purpose of travel: Business Holiday Dates of travel: _____

Countries to be visited: _____

If travelling in France will you be buying an emissions sticker? Yes No

For details regarding emissions stickers - <https://www.certificat-air.gouv.fr/en/>

* an additional driver is required to obtain a separate VE103b if they are travelling unaccompanied

B. VE103b Application

To issue document VE103b, which is valid for 12 months from the date of issue, there is an application fee of £7.98. Please call your Venson account management team on your dedicated driver hotline number for further instructions.

C. Driver Authorisation

Signature: _____ Date: _____

Name (in full): _____

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