



COMPANY CAR PROGRAMS

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## Vehicle Modifications Policy Reminder February 2018

Company Car Programs would like to remind participants of the policy for vehicle modifications.

### Approval Process:

All upgrades, modifications or additions to any company owned vehicle must be requested in writing and approved by Company Car Programs **before** any upgrade, modification or addition can be performed.

**Please note: Any approved item must be a Mopar component and must be installed by an FCA franchised dealership. The costs associated with the purchase and installation of equipment is not reimbursable and will not be refunded.**

Examples of items that may be approved include (but are not limited to):

- trailer hitches
- radios
- wheel covers
- running boards
- security systems

Examples of items that cannot be approved include (but are not limited to):

- tinted windows
- decals
- suspension lifts
- oversized wheels/tires
- custom paint
- Any aftermarket non-Mopar equipment (including 5<sup>th</sup> wheel trailer hitches)

This policy applies to all categories of company owned vehicles including (but not limited to) Employee Lease (EL), Product Evaluation (PE), Field (FD), Fast Feedback (FFB) etc.

**Please note:** Fast Feedback vehicles require additional approvals. Participants should contact Company Car Programs to make the initial request. Company Car Programs will facilitate the required review with all appropriate parties.

#### **Vehicle Modifications for Individuals with Disabilities:**

Please contact a Company Car Coordinator for assistance with requests for installation of adaptive equipment or technology or other vehicle modifications for individuals with disabilities or visit the Company Car Program website for details.

#### **Vehicle Turn-in:**

Some approved accessory equipment must remain on the vehicle at the time of turn-in. Some examples include (but are not limited to):

- running boards
- remote start
- anything that requires drilling into the vehicle body or certain electrical wiring modifications

Some items may be removed from the vehicle at the time of turn-in. Some examples include (but are not limited to):

- bicycle racks
- wheel covers
- trailer hitches – can be removed if it is a simple bolt-on hitch. If the hitch installation modified the vehicle body in any way (ie. cutting of fascia), the hitch must remain on the vehicle or be repaired to be restored to original OEM condition. If the vehicle's wiring harness was modified in any way other than recommended practices (ie. cutting wires, splicing, non-standard connections), the wiring harness must be restored to the original OEM condition.

If equipment is removed, the vehicle must be restored to its original condition. The cost associated with removal of approved equipment is not reimbursable and will not be refunded.

Company Car Programs will inform you at the time of approval whether the equipment must remain on the vehicle at turn-in or if you have the option of removing it prior to turn-in.

**Note:** Participants may be responsible for up to 100% of the repairs if they are due to negligence or if modifications were not approved in advance by the Company Car Program Group.

For complete information on program rules and guidelines, please view the full Program Terms and Conditions document found on the Company Car Program website at <https://www.chryslercocar.com/>. If you have any Company Car program-related questions, please contact us by phone at 1-800-481-6736 or by email at [cocars@fcagroup.com](mailto:cocars@fcagroup.com).

Company Car Program Group