



STELLANTIS

COMPANY VEHICLE OPERATIONS

Dear Participant,

The Company Vehicle program offers participants many conveniences that are included with your company-owned vehicle at no additional cost.

However, it is important to remember that all maintenance, glass replacement, tire repair/replacement, loaner/rental vehicles and Roadside Assistance services must be performed in accordance with Company Vehicle Operations policy.

It is the responsibility of the participant to ensure that all dependent and permittee drivers of your company-owned vehicle are aware of Company Vehicle Operations policies and procedures. The only exceptions to these policies would be in the event of an emergency where a dealership or the Product Quality Research Center (PQRC) are not an option. **The cost for repairs or services that do not follow these policies are not reimbursable. Please contact us whenever possible before incurring any out of pocket costs so we may assist.**

- **Maintenance:**
Oil changes must be performed at the recommended intervals. A Stellantis franchised dealership or the PQRC must perform all maintenance or warranty repairs to your vehicle.
- **Glass:**
All windshield replacement must be performed by Safelite. There are some exceptions such as if the damage is the result of a collision or vandalism and if other glass is involved.
- **Tires:**
Participants are required to ensure that tires are maintained, vehicle front-end is properly aligned, and wheels are balanced. Tire replacement must meet certain criteria. Only a participating Stellantis franchised tire dealership or the PQRC may perform tire repairs/replacement.
- **Loaner/Rental Vehicles:**
All leisure rentals and all loaner vehicles not obtained through the Lapeer Road Marshaling Center must be rented through Business Travel's designated travel provider. Insurance is included only when rentals are secured through Business Travel.
- **Roadside Assistance:**
Roadside Assistance is available 24/7 and offers many services including towing, battery jump, emergency fuel delivery, emergency lock out and flat tire assistance and more.

Please see below for important contact information:

Product Quality Research Center (PQRC): 248-451-5626 and 248-451-5674

Safelite: 1-888-393-1667 (24 hours a day / 7 days a week) - Stellantis Account #: 451159.

Click [here](#) for online scheduler.

Business Travel: 669-272-1325

Roadside Assistance: 1-866-864-7684

Active participants: please see our website on [The Hub](#) and go to the Maintenance, Modifications & Roadside tab and the Insurance/Rental Vehicles tab for complete details.

Retiree participants: please see our website <https://www.chryslercocar.com/> and go to the Maintenance, Modifications & Roadside tab and the Insurance/Rental Vehicles tab for complete details.

If you have any questions, please contact us at cocars@fcagroup.com or 800-481-6736.

Company Vehicle Operations