



# DC GARAGE AGREEMENT

*Alaminos, Laguna | 09925339917 | 09498456886*

---

## PARTIES

This Agreement is made between:

LESSOR (Owner):

LESSEE (Renter):

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Contact No.:** \_\_\_\_\_  
**Valid ID:** \_\_\_\_\_

The Renter agrees to use the vehicle solely for lawful personal or business purposes and to comply with all applicable city, provincial, and national traffic laws, rules, and regulations governing the operation of the vehicle. The Renter shall assume full responsibility for any damage, loss, injury, or death resulting from the use or operation of the vehicle during the rental period and hereby releases and holds the Owner free and harmless from any related claims or liabilities.

The Renter shall also be liable for any damages, excessive wear, or cleaning charges incurred while the vehicle is under their possession. Prior to the commencement of the rental period, the Renter acknowledges having inspected the vehicle and confirms that it is in good, clean, and roadworthy condition. The Owner likewise warrants that the vehicle is legally owned, free from liens or encumbrances, and in proper working condition at the time of rental.

---

## 1. VEHICLE DETAILS

- Unit: \_\_\_\_\_
  - Plate No.: \_\_\_\_\_
  - Date & Time Out: \_\_\_\_\_
  - Date & Time Return: \_\_\_\_\_
- 

## 2. RENTAL TERMS

- Rental Duration: \_\_\_\_\_
  - Rental Rate: ₱ \_\_\_\_\_
  - **Excess Hour Charge: ₱500 per hour beyond agreed time**
- 

## 3. SECURITY DEPOSIT

- The Lessee shall pay a Security Deposit of ₱ \_\_\_\_\_ or leave 1 VALID Government issued ID prior to release.
  - This will be refunded upon return of the vehicle, subject to:
    - No damages
    - No penalties
    - Complete and proper return condition
- 

## 4. USE OF VEHICLE

The Lessee agrees that:

- The vehicle will be used for legal purposes only
  - No overloading beyond capacity
  - No racing or reckless driving
  - Only authorized driver(s) will operate the vehicle
-

## 5. FUEL POLICY

- The vehicle is released on a **FULL TANK** basis
  - The Lessee must return the vehicle on a **FULL TANK**
  - If not returned full:
    - Missing fuel will be charged based on actual cost
    - With additional service fee for refueling
- 

## 6. DAMAGES AND REPAIRS

The Lessee is fully responsible for any damage during the rental period:

- Minor or Major Scratch / Dent : **₱6,500 per panel**
  - Repair Downtime Fee: **₱2,500 per day** while vehicle is under repair
  - Other damages (interior, mechanical, accessories) will be charged based on actual repair cost.
- 

## 7. LATE RETURN POLICY

- Late return without prior approval will incur:  
**₱500 per hour**
- 

## 8. ACCIDENT / INCIDENT

- Lessee must report immediately
  - Police report is required
  - Lessee shoulders all damages not covered by insurance
- 

## 9. PROHIBITED ACTS

Strictly prohibited:

- Driving under the influence of alcohol/drugs
- Allowing unauthorized drivers
- Using vehicle for illegal activities
- Using vehicle outside agreed location without approval

---

## 10. SMOKING POLICY

- No smoking
  - Penalty: **₱2,000 cleaning fee**
- 

## 11. RETURN CONDITION

- Vehicle must be returned:
    - Clean
    - Complete (tools, documents, accessories)
    - Same condition as released
- 

## 12. VEHICLE CHECKLIST

### Before Release:

- No damage / specify: \_\_\_\_\_
- Clean
- Complete tools
- Fuel: FULL
- Odometer: \_\_\_\_\_

### After Return:

- No new damage / specify: \_\_\_\_\_
- Clean
- Fuel: FULL
- Odometer: \_\_\_\_\_

 **Photos required before & after**

### ACCESSORIES

- KEYLESS REMOTE
  - TOOLS WITH TIRE/WRENCH
  - EARLY WARNING DEVICE
  - FLOOR MATTING
  - SPARE TIRE
- 

## 13. TERMINATION

The Lessor reserves the right to terminate this agreement if any terms are violated.

---

**14. AGREEMENT**

By signing, both parties agree to all terms stated above.

---

LESSEE (Renter):

Name & Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

LESSOR (DC Garage):

Name & Signature: \_\_\_\_\_

Date: \_\_\_\_\_