

Reimbursement

Please complete this form in case you would like a reimbursement of any cash payment related to a faulty/missing fuel card or vehicle service.

For fuel refunds, please send the form to: fuelrefund.ch@ayvens.com

For vehicle service refunds, please send the form to: maintenance.ch@ayvens.com

Please inform us if you need a new fuel card directly via: driverservice.ch@ayvens.com

Conditions for reimbursement:

- The form must be completed and signed
- Fuel receipts (only from Shell, BP, Coop, Migrol, AVIA, Tamoil and Swisscharge) must be enclosed
- Attach the garage bill incl. proof of payment

Company name

Driver

Contract number or licence plate number

Reimbursement amount

Mileage at time of refuelling/service

Date of refuelling/service

Reason for cash payment

Beneficiary

First & last name

Address

Postcode / City

Telephone number

Bank name

IBAN-number

Clearing-number

Place, date

Signature