



To: Kia Hong Kong Customer Relations Department

- (1) To protect customer personal information, the vehicle owner must present the Vehicle Registration Document (VRD) for verification.
(2) Please return the completed form to Kia Service Department with a copy of your VRD, by email to customer.relations@kamlung.com or by fax to (852) 3475 0599.
(3) Please fill in with block letters and tick the box when necessary.

Part 1 - General Vehicle Information *Mandatory
Registered Vehicle License No./Model * VIN/ Chassis No.
Change of Vehicle License Number *Same as VRD
Change of Vehicle Owner *Same as VRD
Vehicle Registered by Individual
Vehicle Registered by Company
Change of Vehicle Owner Contact Details *Mandatory
Correspondence Address *
Add Contact Person
Replacement of "Warranty & Service Handbook" Update my Insurance Policy

Part 2 - Important Notice on Use of Personal Data
Kia Motors (Hong Kong) Limited and Kam Lung Motor Group intend to use your personal data (including your name, contact details and other information) for direct marketing of our services and goods that may be of your interest.

Part 3 - Declaration and Signature(s)
1. Kia Motors (Hong Kong) Limited and Kam Lung Motor Group are not responsible to notify third party entities regarding changes in personal information such as financial and insurance providers. Such changes will be the sole responsibility by the vehicle owners and data subjects.

I have read, understand and agree to the above terms of this privacy statement.
X Owner's Signature/Company Chop
X Authorized Person's Signature
Authorized Person's Full Name
Date of Signature

Office Use

Kia Service Centre

CRM

Yuen Long Service Centre

Salesman/
Service Advisor : _____

Tsuen Wan Service Centre

Shau Kei Wan Service Centre

Date of Receive : _____

Change of Ownership /
License No.:

Complete all parts of this form

Receive a VRD copy

Verify the owner's ID copy (with signature)

Additional document for
Authorized person:

Receive Authorization Letter

Receive the ID card copy of the Authorized Person

Verified by : _____

Date : _____

