

Schedule Your Vehicle Inspection

You can schedule an inspection appointment by visiting <https://schedule.sgsauto.com> or by calling the inspection company, SGS, at **(855) 622-4824**. Appointments are available Monday-Friday between 8 a.m. and 5 p.m. and can be scheduled at your home or work, as long as someone 18 years or older is present.

During the inspection, an SGS agent will evaluate your vehicle for any excess wear and use. Upon completion, you will receive an inspection condition report which itemizes any excess wear. Any excess wear will be billed on your Turn-In Settlement Invoice (unless you choose to repair the items prior to turn-in).

If you have any excess wear charges, we highly recommend that you discuss the results with your VW dealer and insurance agent. Your dealer may have helpful suggestions for minimizing out-of-pocket expenses. Make sure to ask your dealer if any of the repairs needed are covered under warranty.

If repairs are completed, please email the receipt along with proof of payment to RepairReceipt@vwcredit.com or fax to **(800) 824-8284** before returning the vehicle—this will allow time to adjust your Turn-in Settlement Invoice.



Inspection Checklist

- Clean your vehicle inside and out
- Make sure all items are present:
 - All keys
 - Owner and Service manuals
 - Headrests
 - Navigation discs (if applicable)
 - Cargo covers (if applicable)

To Schedule Your Inspection...

Visit <https://schedule.sgsauto.com> or call SGS at **(855) 622-4824** Monday-Friday from 8 a.m. to 9 p.m. (Eastern).

Please note: Based on Wisconsin and New Hampshire's specific regulations relating to vehicle leases, you are required to schedule your appointment within 15 days from the turn-in date.

Turn In Your Vehicle

Once your inspection and desired repairs are completed, turn in your vehicle and make your move into a new or Certified Pre-Owned VW. Here's how:

1. Contact your original dealer to set up a turn-in appointment.
2. After you've returned your vehicle to the dealership, just let us know by calling **(800) 521-0171**. You'll receive a final Turn-In Settlement Invoice from us within four weeks.
3. Go to **vw.com** to find your next model and schedule a test drive with your VW dealer.

Volkswagen Credit Loyalty Offer

As a returning Volkswagen Credit lessee, we'll waive your disposition fee* on your current lease and security deposit** on your next VW lease; or if you decide to purchase your next VW, we will waive your disposition fee* on your current lease.

*Your disposition fee on your current lease is waived if you lease or purchase a new or Certified Pre-Owned VW through Volkswagen Credit within 90 days of returning your VW model.

**Unless required as a condition for credit or leasing certain vehicles.



Drive On

Ready to enjoy your next VW? The VW lineup offers something for everyone—from compacts to sedans, wagons, and SUVs.

To help with your VW search, visit **vw.com** to find the latest special offers, build your next vehicle, and schedule a test drive with your VW dealer.

Frequently Asked Questions

1. Can I return my vehicle to a non-VW dealer?

No. Your vehicle must be returned to an authorized VW dealer. Contact your VW dealer to schedule a turn-in appointment.

2. Can I turn in my vehicle early without additional fees or penalties?

You may turn in your vehicle up to 90 days before your maturity date without any early termination fees or penalties. However, you are still responsible for the remaining payments, taxes, excess mileage, damages, and a disposition fee*.

3. What charges can I expect on my Turn-In Settlement Invoice?

You are responsible for:

- Excess wear and use
- Any remaining payments
- Any charges specified in your lease agreement that haven't been paid
- Excess mileage charges
- Any state fees
- Disposition fee*

4. Do I have to do anything with my license plates after I turn in my vehicle?

Yes, in some states. If you reside in CT, MA, NC, RI or VA, your state requires you to provide proof of cancellation or transfer to stop the assessment of property taxes on the vehicle. FL and KY residents are also required to return or cancel their plates.

5. How do I stop ACH payments if I turn in my vehicle early?

If you decide to return your vehicle while monthly payments still remain, please ensure that you stop automatic bill payment with us or your bank, if applicable. To stop the Volkswagen Credit automatic bill payment, simply log in to **vwcredit.com/myaccount** or call us at **(800) 521-0171** to discontinue this service. Please note: If your request is received within five days of your scheduled withdrawal date, a payment will still be deducted from your account.

How to Contact Us

- For questions, call **(800) 521-0171**, Monday-Friday from 9 a.m. to 8 p.m. (Eastern).
- To schedule an inspection, visit **<https://schedule.sgsauto.com>** or contact SGS directly at **(855) 622-4824** Monday-Friday from 8 a.m. to 9 p.m. (Eastern).
- Please email your repair receipts to **RepairReceipt@vwcredit.com** or fax to **(800) 824-8284** before returning the vehicle.

*Your disposition fee on your current lease is waived if you lease or purchase a new or Certified Pre-Owned VW through Volkswagen Credit within 90 days of returning your VW model.