

## INTEROFFICE MEMORANDUM

Original Publication Date: August 29, 2023

To: All Toyota Region and Private Distributor General Managers / Vice Presidents

From: Gary Ross  
Vice-President, Product Quality and Service Support

## SECOND KEY DELIVERY PROGRAM 23TJ01

Multiple Models and Model Years  
Second Key Delivery Program

Model / Years	Production Period	Approximate Total Vehicles
2022 - 2023 Mirai	Early November 2022 – Mid January 2023	810
2023 RAV4 / RAV4 HV (CBU)	Late October 2022 – Early January 2023	12,860
2022 Prius	Late October 2022 – Early December 2022	4,320
2022 Prius Prime	Late October 2022 – Late November 2022	2,370
2023 4Runner	Early November 2022 – Late December 2022	16,940
2022 C-HR	Early November 2022 – Late December 2022	340
2023 RAV4 Prime	Early November – Late December	2,920
2023 bZ4X	Early November – Late December	800
2023 Venza HV	Late October – Late December	6,340
2023 Prius	Late December	120
2023 Camry	Early October 2022 – Early January 2023	30,250
2022 2023 RAV4 / RAV HV	Early October 2022 – Early January 2023	51,150
2022 – 2023 Highlander / Highlander HV	Early October 2022 – Early January 2023	40,650
2022 – 2023 Tundra / Tundra HV	Mid-October 2022 – Late December 2022	23,980
2023 Sequoia	Mid-October 2022 – Late December 2022	4,150

Specific information for Region support is provided below.

**Condition**

The supply of Smart Keys available for Toyota vehicles has been temporarily limited to one (1) on select models since October 2022 due to global semiconductor shortages impacting certain microchips. Affected vehicles have been delivered with only one Smart Key and a second mechanical key.

**Dealer Notification**

The attached dealer letter will be sent to all Toyota dealers on August 29, 2023 notifying the dealers that phase 2 vehicles have launched.

**Important Information for Regions**

Note that a nominal price of \$0.01 has been set for the second key given that the customer already paid for the value of the second Smart Key when they purchased their vehicle. Dealers are being reimbursed 0.4 labor hours for the delivery of the second key which includes administrative aspects of delivering the second key such as ordering and storing parts. Dealers are encouraged to determine appropriate accounting methods for their individual business for each department of the dealership considering this reimbursement plan.