

NIGHT DROP ENVELOPE INSTRUCTIONS:

Privacy laws prohibit our company from sharing any customer information with anyone, so please fill out all info as we use email, fax and cell phone numbers to communicate your vehicles requirements in the timeliest manner...

Customer Name: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Work E-mail \_\_\_\_\_ Home E-mail \_\_\_\_\_

PLEASE PROVIDE ALL CONTACT NUMBERS FOR BOTH TODAY'S AND FUTURE SERVICE APPOINTMENTS

Home \_\_\_\_\_ Work \_\_\_\_\_ Cellular \_\_\_\_\_ Pager \_\_\_\_\_

Vehicle \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License \_\_\_\_\_

Referred by \_\_\_\_\_ Need car by: Day \_\_\_\_\_ Time \_\_\_\_\_

DESCRIPTION OF PROBLEM:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

First happened when? \_\_\_\_\_ How often? \_\_\_\_\_

Accelerating? \_\_\_\_\_ Slowing? \_\_\_\_\_ At idle? \_\_\_\_\_ Steady speed? \_\_\_\_\_

Warning lights on? \_\_\_\_\_ Gauges out of range? \_\_\_\_\_

When car is cold? \_\_\_\_\_ When car is warm? \_\_\_\_\_

Affected by any certain type of weather? \_\_\_\_\_

Ever happened before? \_\_\_\_\_ Ever serviced for this before? \_\_\_\_\_

Any other ways vehicle does not function correctly? \_\_\_\_\_

Any other services while vehicle is already here? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby authorize the repair of the above vehicle as described in this form. I agree this company is not responsible for loss or damage to this vehicle and/or loss of articles caused by fire, theft or any other cause beyond their control, or for any delays caused by the unavailability of parts or shipping delays. I also hereby grant permission to this company's employees to operate the above vehicle for the purpose of testing and/or inspection. To secure payment in the amount of the repairs thereto, an expressed MECHANIC'S LIEN on the above vehicle is acknowledged.

SIGN \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_