



916 Nina Street Dexter, MO 63841 573-614-7487

## Collision Repair Authorization Form

RO: \_\_\_\_\_

### Customer Information:

Name: \_\_\_\_\_ Referred By \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Vehicle Information: Year \_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Mileage \_\_\_\_\_

VIN# \_\_\_\_\_

### Insurance Company Responsibility for Payment:

Insurance Co. \_\_\_\_\_ Claim# \_\_\_\_\_

The staff at Express Collision Center realizes it is very inconvenient to be without your vehicle. We promise to return your vehicle to you as quickly as possible without compromising the quality of repairs just to meet a target date.

### Factors to consider that may occur during the repair of your vehicle.

**Re-inspections:** If hidden damage is discovered, we must stop work, notify the insurance company and await their re-inspection and approval of the additional damages found before repair work can resume. Their supplemental paperwork must also be received to proceed as this confirms the agreed upon revised repair procedures.

**Parts:** If hidden damage requires additional parts or the manufacturer cannot get us a part for several days, the repairs will be delayed. I authorize Express Collision Center to order parts on my behalf for the repairs of my vehicle.

**Color Match:** Every color is slightly different. Even a new vehicle will require color tinting. It often takes our technicians more than two hours to properly tint the color.

**Reassembly:** Because we take great pains to prevent overspray and future paint peeling, we remove attached parts from painted and blended panels. Therefore, it is necessary for our technicians to reinstall parts onto freshly painted surfaces. This must be done with great care and is often time consuming.

**Weather:** Cold weather causes all paint to dry very slowly. Hot weather may cause chemical reactions due to drying too quickly.

**Previous Repairs:** If your vehicle was previously repaired in the same area currently under repair, it is often necessary to do additional repairs to the old ones so our work can be guaranteed.

In the event that we cannot repair your vehicle, there will be a charge for any labor performed in regards to disassembling and estimating the damage.

All charges for repairs **MUST** be paid when vehicle is ready for pickup/delivery. We accept Mastercard, Visa, American Express, and Discover credit cards, bank/debit/check cards, Insurance checks, personal checks up to \$1,500, business checks, cashier checks, and cash.

Express Collision Center and its sublet vendors may occasionally operate your vehicle for testing, moving, or pickup/delivery purposes. Also, during the process of repair, it is normal for the battery to be disconnected which may result in loss of radio station or other memory presets.



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**We guarantee Body & Paint for as long as you own the vehicle.** Labor and paint work are guaranteed for as long as you own your car. Our warranty only covers the items we were paid to repair as listed on your final bill. Parts are warranted for 12 months or 12,000 miles, whichever comes first, from date installed. Suspension alignments warranted for 3 months or 4,000 miles, whichever comes first. **NO WARRANTY ON RUST REPAIRS.**

Customers are entitled to the return of any replaced parts except those that must be returned to the manufacturer under a warranty/core agreement. Supplemental parts will not be released until Express Collision Center receives payment from insurance carrier for those additional parts. If you do NOT want the parts, Initial here: \_\_\_\_\_

Storage charges will accrue 3 days after notification of the completion of repairs. Unless other arrangements have been made, storage charges are \$60 per day.

Methods of payment are as follows:

Personal checks up to \$1,500.00 with a valid driver's license, cashier's check, credit/debit card, properly endorsed insurance checks, and cash.

I hereby authorize the repairs of the vehicle, as referenced above, and acknowledge that I understand all of the above. Express Collision Center is not responsible for the security or condition of any personal property left in the vehicle.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_