



WORK AUTHORIZATION

Customer Name _____
 Address _____
 City _____ St _____ Zip _____ Hm Ph _____ Wk Ph _____
 Agent / Referred By _____ Ins Co _____ Claim Number _____
 Email _____

PLEASE READ CAREFULLY

I understand that an inspection report will be filled out prior to repairs beginning on this vehicle. Should anything unusual be detected you will be contacted prior to repairs beginning. This will allow both parties the time to discuss and resolve these issues.

Your appointment date is the time reserved for you to bring your vehicle in. Delays on vehicles currently being worked on could delay the start of repairs to your vehicle, in most cases these delays are of a minimum time frame.

I hereby authorize the repair work set forth to be done.

ALL items must be removed from your vehicle (valuables; money; stereo equipment) and / or any other items of value.

If upon further inspection, additional repairs are needed, the primary payee will be contacted for authorization. Once all repairs have been determined and agreed upon you will be notified of an estimated completion date.

Due to the many potential delay factors (hidden damage; parts availability; insurance company - re-inspections or workload delays) we do not guarantee the number of days to complete repairs, we will however keep you informed of any delays.

All non-reusable parts removed from vehicle will be disposed of immediately, unless otherwise instructed prior to repairs beginning.

I understand that Sun Valley Collision is not responsible for loss or damage to any vehicles or articles left in any vehicles in case of fire, theft, accident or any cause beyond their control.

I hereby grant you and your employees permission to operate described vehicle on streets and highways for the purpose of testing and / or inspecting as necessary.

I understand that payment in full will be due upon release of vehicle, including original payment and additional supplements. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto.

It is the owner's responsibility to secure third party endorsements. Owner will be responsible for any attorney fees and court fees related to collection of payments.

Sun Valley Collision does not supply free rental vehicles to any customer for any reason. If a third party provides a replacement vehicle Sun Valley Collision is not responsible for any cost, damage, or any other liability related to that vehicle.

I authorize and appoint Sun Valley Collision my attorney-in-fact, to endorse any insurance payment related to repairs.

All insurance companies are hereby authorized to pay the repair cost directly to the shop whose receipt shall satisfy this claim.

IF YOU ELECT NOT TO HAVE REPAIRS DONE: STORAGE, TOWING, COST AND ADMINISTRATION FEES WILL ACCRUE FROM THE DATE THE VEHICLE WAS DROPPED OFF UNTIL THE DATE THE VEHICLE IS PICKED UP.

Signed: _____ Date: _____