



Customer Name _____ Phone Number(s) _____
Vehicle Year: _____ Make: _____ Model: _____ License: _____

Work Description _____

Approximate Repair Amount _____ Claim Reference# _____

Most estimates performed prior to disassembly of the vehicle are not accurate because of the probability of hidden damage. Therefore, it is our practice that accurate estimates of the cost to repair, as well as the expected time to complete repairs, are not made until we have disassembled the area of damage to your car. Our normal process is as follows:

1. Obtain your approval for us to repair your car and to negotiate with your insurance company if required.
2. Itemize the visible external damage.
3. Disassemble the damaged area to locate hidden damage.
4. Itemize the previously hidden damage that is now visible and predict the likelihood of any additional damage.
5. Contact you or your insurance company for approval of the costs required to repair all damage found.

Paramount Centre follows its own repair procedure to insure a quality repair backed by a written guarantee. Small differences may exist between our exact repair process and the procedures outlined on insurance company estimates. However, any differences that would affect total repair costs will be discussed with you or your insurance company beforehand.

In the event that Paramount Centre does not repair your vehicle, there will be a charge for any labor performed in regards to disassembling and estimating the damage, restocking fees for all pre-ordered parts and/or materials, storage for the time the vehicle was in our possession, and any other fees reasonably incurred by Paramount Centre related top your vehicle.

All charges for repairs must be paid when the vehicle is ready for delivery. In some cases this requires your assistance in following up with the insurance company to make sure they make timely payment. Some insurance checks also require lien-holder endorsement that you must obtain. You authorize us to endorse your name on any insurance checks made for the purpose of paying for repairs to your vehicle. Personal checks, MasterCard, Visa, & Discover are accepted in amounts up to \$1000. Amounts above that must be paid by insurance check or cashiers check. PLEASE INITIAL _____

Paramount Centre will do its best to prevent delays in the repair of your vehicle, however, it is important to understand that parts and insurance delays are sometimes beyond our control and we cannot be responsible for them. We will do our best to keep you informed at the frequency you desire.

Employees of Paramount Centre 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.

I hereby authorize the repairs of this vehicle, as referenced above, and acknowledge that I understand all of the above. Paramount Centre is not responsible for the security or condition of any personal property left in the vehicle. An express mechanics lien is hereby acknowledged on this vehicle to secure the amount of repairs thereto.

Signature: _____ Date: _____