



## RESTORATION CUSTOMER WORKS ORDER

Please complete, read and sign this docket to authorise your job.

A Class to complete this section:			
Date Job Received by A Class:	ESTIMATED completion date:	ESTIMATED job processing price:	OTHER ESTIMATED costs: (repairs, etc)
		+	
		(plus 10% GST)	(plus 10% GST)
Customer Name:		Email Address:	
Daytime Phone:		Fax No:	
Address:		Mobile or Alternate phone:	
Brief Description of Job and Treatment/s required:			Post Code:
Will you collect the job? Yes / No Delivery Instructions:			No. Of Pieces:
What Standard of Finish do you require? <input type="checkbox"/> A1 (Good) <input type="checkbox"/> A Plus (Better) <input type="checkbox"/> A Class (Best / Show job)			
Where did you hear about A Class?		<input type="checkbox"/> Show or Display _____ <input type="checkbox"/> Car/Bike Club _____ <input type="checkbox"/> Magazine Ad / article _____ <input type="checkbox"/> Other _____	
<input type="checkbox"/> Yellow Pages Online	<input type="checkbox"/> A Class Website		
<input type="checkbox"/> Yellow Pages Book	<input type="checkbox"/> Internet Search		
<input type="checkbox"/> Referral/Friend	<input type="checkbox"/> Already Customer		

### **IMPORTANT TERMS & CONDITIONS – CUSTOMERS PLEASE READ CAREFULLY**

- Whilst every effort will be made to have your job completed by the estimated date it is subject to workload and any unforeseen difficulties in processing your job, or jobs ahead of yours.
- Final price may vary from the estimate given due to any unknown factors (e.g. time required) or unforeseen complications in processing (for example, hidden surface deterioration discovered after stripping). Additional processing required will be carried out automatically (and you will be required to pay the additional cost). **However** if the extra cost is likely to add more than 25% to the original total price estimate, we will contact you for go ahead approval. If you decide not to proceed you will be required to pay for work carried out to that point.
- GST of 10% is payable on all metal finishing and related services provided by A Class.
- All jobs must be paid for prior to their collection or delivery. We accept Mastercard, Visa, EFT or cash.
- A minimum \$10 Packaging & Handling fee, plus the applicable postage or freight, applies to all shipped items.
- You may be charged a storage fee of 20% of final job price (per month) if the job is not collected and paid for within 14 days of A Class, or it's representative, notifying (or attempting to notify) you at the above address, email, fax or phone no. that your job is ready (unless other arrangements have been clearly agreed by A Class). Jobs not paid for and collected within 60 days of notification may be sold to recover your outstanding debt. If a job is sold for more than you owe A Class, and we can locate/contact you within 30 days of doing so, we will pay you the excess amount, otherwise it will be donated to a charity of our choice. If a job is either not sold, or is sold for less than you owe us, we will take legal action to recover the relevant amount.
- A Class may require up front payment of all or part of the estimated price before commencing your job.
- Whilst the utmost care is taken to protect your goods in our care and control, please be aware that your goods are accepted into our care at your own risk. If your items are valuable please consider insuring them.
- Information on this form is collected in accordance with our privacy policy which can be provided on request.

#### **AGREEMENT and AUTHORISATION:**

I have read, understood and agree to leave my job with A Class under the terms & conditions outlined herein. I also authorise A Class to proceed with processing my job on these terms.

Signed \_\_\_\_\_ Name: \_\_\_\_\_ Date : \_\_\_\_\_

**Thank you for trusting "A Class" with your metal finishing job!**