

CUSTOMER WORK ORDER – RESTORATION & PRIVATE WORK

A Class Metal Finishers Pty Ltd (ABN 77 059 806 094)
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WEB FORM

CUSTOMERS: Please **FILL in** your details and job requirements, **READ** terms & conditions, then **sign** the docket to authorise us to proceed with your job.

CUSTOMER NAME:	ADDRESS:
	POST CODE:

DAYTIME Phone No:	ALTERNATIVE Phone No:
(We may use SMS to notify you re your job)	

EMAIL ADDRESS:	<input type="checkbox"/> Yes – Please add me to A Class’s mailing list so I can receive any news or offers (can unsubscribe any time).
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DESCRIPTION OF JOB:	Treatment/s Required:	No. of Pieces:
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Will you collect the job? <input type="checkbox"/> Yes <input type="checkbox"/> No - Delivery Instructions:	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)
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How did you find us?	<input type="checkbox"/> Facebook	<input type="checkbox"/> Show or Display _____
<input type="checkbox"/> Already a customer	<input type="checkbox"/> A Class Website	<input type="checkbox"/> Car/Bike Club _____
<input type="checkbox"/> Yellow Pages Book	<input type="checkbox"/> Internet Search	<input type="checkbox"/> Magazine Ad / article _____
<input type="checkbox"/> Yellow Pages Online	<input type="checkbox"/> Referral/Friend	<input type="checkbox"/> Other _____

IMPORTANT TERMS & CONDITIONS – CUSTOMERS PLEASE READ CAREFULLY

1. 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.
2. We can only estimate a price based on what we can see. Defects, damage or corrosion may be found in unseen or non-obvious areas during processing. Such defects will *generally* be dealt with, without seeking approval from you, however it is important to understand that **your final price may vary from the estimate given**. If it will add less than 25% more to the price, we will automatically proceed without your approval. If it will be greater than 25% more, we will contact you for approval before proceeding (Note - we will not contact you re *zinc diecast* items). If you decide not to proceed you will only be required to pay for work completed up to that point.
3. Deep corrosion treatment work will **automatically proceed on zinc diecast** items **IF** deep corrosion is found during processing. If this occurs, you will be charged **up to double** the price estimated to complete the affected item/s.
4. GST of 10% is payable on all metal finishing and related services or products provided by A Class.
5. Jobs will not be released for collection or delivery until paid for in full. We accept MasterCard, Visa, EFT or cash.
6. A Packaging & Handling fee, plus any applicable postage or freight, will apply to all shipped items.
7. 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 our 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 and proceeds used to offset all or part of your outstanding debt plus holding costs, interest or other charges owed to A Class (and we will pursue you for any shortfall). We accept no responsibility for the reasonableness of the sale price of items sold in such situations.
8. 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 rare or valuable please consider insuring them.**
9. Information on this form is collected in accordance with our privacy policy available from www.aclassmetal.com.au.

AGREEMENT and AUTHORISATION: *I have read and understand the terms & conditions outlined above (& pricing below) and authorise A Class Metal Finishers Pty Ltd to proceed with processing (and storing) my job on these terms.*

Signed _____ Name: _____ Date: _____

A Class to complete	Date Job Received by A Class:	ESTIMATED completion date:	ESTIMATED [^] job processing price:	OTHER ESTIMATED costs: (repairs, etc)
	/ /	/ /	PLUS (+ 10% GST)	(+ 10% GST)

Special Notes:	^Please call us for your price estimate if not provided within 5 bus. days of submitting job
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