

AUTOMOTIVE COLLISION REPAIR CENTER
5781 Hwy 90, Theodore, AL 36582
Phone: (251) 459-0504 | Email: autocrc1@gmail.com

VEHICLE REPAIR & TEARDOWN AUTHORIZATION FORM

CUSTOMER & INSURANCE INFORMATION

Full Name: _____

Phone Number: _____

Email Address: _____ Alternative Phone: _____

Street Address: _____

Insurance Provider: _____ Policy/Claim #: _____

Deductible Amount: \$ _____ Deductible Paid By: ☐ Customer ☐ Insurance

VEHICLE INFORMATION

Year: _____ Make: _____ Model: _____ Trim: _____

Mileage: _____ VIN (17 digits): _____

License Plate: _____ State: _____

Color: _____

TEARDOWN & REPAIR AUTHORIZATION

☐ **TEARDOWN ONLY:** I authorize Automotive Collision Repair Center to disassemble my vehicle to the extent necessary to diagnose hidden damage and prepare an accurate repair estimate. I understand that if I choose not to proceed with repairs, I am responsible for the teardown fee of \$ _____ and any reassembly labor costs.

☐ **FULL REPAIR AUTHORIZATION:** I authorize the diagnostics, body work, paint, and repairs to be completed based on the initial estimate or subsequent insurance supplements.

Customer Reported Damage:

Estimated Parts Cost: \$_____ **Initial Total Estimate: \$**_____

Estimated Labor Cost: \$_____ **Expected Completion Date:** _____

TERMS AND CONDITIONS

- **Authorization & Testing:** The undersigned customer hereby authorizes Automotive Collision Repair Center and its employees to perform the diagnostics, teardown, body work, and repair work listed above. This includes permission to operate the vehicle on public streets for testing, alignment, inspection, or sublet delivery.
- **Mechanics Lien & Liability:** An express mechanic's lien is acknowledged on the vehicle to secure the amount of repairs. Automotive Collision Repair Center is not responsible for loss or damage to the vehicle, or articles left inside, due to fire, theft, accident, or any other cause beyond the shop's control.
- **Parts Ordering & Supply Chain Delays:** Due to global supply chain fluctuations, Automotive Collision Repair Center is not liable for project delays caused by backordered parts, shipping delays, or manufacturer delivery timelines. The expected completion date is an estimate and may change based on parts availability.
- **Cost Deviations & Supplements:** Hidden damage is common in collision impacts. The shop will submit supplemental damage reports directly to your insurance company. If you are self-paying, the shop will obtain explicit approval before performing any additional work that exceeds the total estimate by more than 10%.

Storage Fees: Storage fees at a rate of \$ 75.00 per day will begin accruing 5 days after the customer is notified that the repairs are completed, or 5 days after a teardown estimate is provided and the customer elects not to repair the vehicle.

ACKNOWLEDGMENT AND SIGNATURE

By signing below, I certify that I am the owner or authorized agent of the vehicle described above. I have read, understood, and agree to the terms, conditions, insurance/deductible responsibilities, and costs detailed in this form.

Customer Signature: _____ **Date:** _____

Authorized Shop Rep: _____ **Date:** _____