Forrest Auto Body

950 Villa Street, Elgin IL, 60120
847.695.6644
forrestauto@gmail.com
UDL9175

Customer Name: _____

Customer Address: _____

City: _____ State: _____ Zip: _____

Phone - Home: _____ Work: _____ Cell: _____

Email Address: _____

Type of Vehicle: Year: _____ Make: _____ Model: _____

VIN: _____ License Plate: _____

Milage In: _____ Milage Out: _____ Est. Days to Repair _____

Circle/Highlight Repair Type – Insurance Claim / Self Pay (C.O.D.) / Warranty

If Applicable – Insurance Company: _____ - 1st Party / 3rd Party Claim

Lessor: _____ Lienholder: _____

I, as owner or authorized representative of the owner of the above-described vehicle ("Customer"), hereby authorize Ace Auto Body Inc., DBA Forrest Auto Body ("Company") to repair the vehicle upon the following terms and conditions:

1. Company will, at Customer's request, provide Customer with a written estimate of the cost of repairs. The actual cost of repairs shall not exceed Company's estimate repair cost by more than ten percent (10%) without Customer's prior approval.
2. If it is necessary to disassemble or partially disassemble the vehicle or its components to provide a written estimate for the required repairs, Customer may request and Company will provide a written estimate showing the cost of any disassembly if Customer elects to not proceed with repairs. Customer acknowledges that the act of disassembly might prevent the restoration of the vehicle or its components to their former condition.

☐ ➢ Disassembly will be necessary to provide a written estimate of required repairs: Estimate of disassembly cost: $_____ // Estimate of reassembly cost: $_____

☐ ➢ Disassembly will not be necessary to provide a written estimate of required repairs

Initial here _____ if you request a more detailed estimate for the costs of disassembly

Initial here _____ if you waive your right to such an estimate.

Initial Here _____

3. Company or its designated subcontractor will perform the repairs listed on Company's estimate of repair costs. Company will perform procedures and repair or replace parts on the vehicle which Company determines, in its reasonable professional judgment, to be necessary to repair the vehicle in a workmanlike manner. Because of the nature of collision repairs, the actual repairs performed by Company may differ from the original estimate or those specified on an estimate prepared by or for an insurance company provided, however, that the cost of actual repairs shall not exceed Company's estimate of repair costs by more than ten percent (10%) without Customer's prior approval.

4. Estimated completion and delivery dates are an approximation only. Company is not responsible for any rental costs or loss-of-use damages incurred by the Customer, including those incurred after the estimated completion date.

5. The prices estimated for all parts are subject to invoice. If parts identified on the estimate are not available or suitable for any reason, Company reserves the right to repair the existing parts and adjust the costs of the repair accordingly. The cost of such repairs shall not exceed the estimated repair costs by more than ten percent (10%) without the Customer's prior approval.

6. Company is authorized to operate the vehicle on roads and highways, for the purpose of diagnosing problems or performance and testing and/or inspection of the repair work.

7. Company is not responsible for loss or damage to the vehicle or to items left in the vehicle caused by fire, theft, or any other cause that is not the direct result of its own negligence. In no event is Company responsible for dead batteries or damage to window tint, car phones, alarms, custom modifications, custom wrapping/adhesives/PPF/Coatings, or custom electronics.

8. If the vehicle is declared a total loss or removed from Company before repairs are commenced or completed, fees for all administrative work, estimating, vehicle handling, storage, towing, labor, refinishing and/or parts re-stocking will be charged. A minimum administrative fee of $349.99 will be charged. A list of administrative functions and the associated fees is posted and available upon Customer's request.

9. A standard hazardous material charge of at least $3.00 shall be assessed to the final bill for the expense of complying with the laws governing the disposal of hazardous materials generated by the repair of the vehicle.

10. If Company paid towing fees and/or other advance charges on your behalf to obtain possession of the vehicle, or if Company paid towing fees to facilitate vehicle being moved into or from the repair facility given vehicle is unable to move under its own power, those charges plus a 25% markup will be reflected on the final bill. The current charges to date shall be listed below.

11. Company is entitled to receive a full payment for its services prior to releasing the vehicle. Company does not accept personal checks; however, most major credit cards, cashier's check, debit cards, insurance checks, and cash is welcomed. If payment is processed via a credit card over the amount of $5,000.00 – an additional processing fee of four percent (4%) may be incurred to offset the cost of the credit card processing fees. In this event, Company will furnish an adjusted final bill to reflect this charge either by making a change in writing on final paperwork, or by reprinting. This will be based off Customer's preference. Customer also grants Company a limited power of attorney for the purpose of endorsing checks or drafts related to the repair of the vehicle, which Company may exercise at its sole discretion.

Initial Here _____

12. Absent the prior written agreement of Company, storage charges will accrue at the daily rates of $125 (outdoor), $150 (tent storage), or $200 (indoor). Company may at its sole discretion waive storage charges for those days on which charges for labor performed to the vehicle exceed the daily rate for storage. In the event that the vehicle is declared a total loss or repairs are terminated for any reason, storage charges will be calculated from the date on which the vehicle was delivered to Company through the date on which the vehicle is removed from Company's premises. Company will make the vehicle available for possession within 3 business days of a request and upon payment of charges. Requests by a third party for possession of a vehicle declared a total loss by an insurance company must include valid assignment of title and proof of application for salvage title pursuant to 625 ILCS 5/3-117.1.

13. Because of the increased complexity and technology involved in the repair of collision-damaged motor vehicles, Company recommends the installation of new, OEM (Original Equipment Manufacturer) repair parts for ALL mechanical and collision repairs. Company does not warrant the quality, safety, or performance of any Used, Salvaged, LKQ, "Gray Market", Rebuilt, Reconditioned, or Aftermarket replacement part specified for installation at Customer's request or because of price limitations imposed by Customer or their insurance company.

14. Modern vehicles record, store, and transmit multiple types of data using diverse technologies. Customer authorizes Company to access, retrieve, transmit, and use such data for the purpose of diagnosing, servicing, or repairing the vehicle. This includes, but is not limited to, data from the CAN (Controller Area Network) Bus, SRSCM (Supplemental Restraint System Control Module), EDR (Event Data Recorder), ECM (Engine Control Module), OBD (On-Board Diagnostic Port), PCM (Powertrain Control Module), BCM (Body Control Module), infotainment system, computer, camera, sensor, or other equipment located in, or on the vehicle.

15. I authorize Company to use the contact information listed above to call, email, or text information related to the repairs and understand that standard rates apply.

16. Customer acknowledges that, pursuant to Illinois law, Company shall have a possessory lien against the vehicle to secure payment for its services. It is further understood and agreed that the vehicle shall not be abandoned to Company in lieu of any repair, storage, or other related charges. Customer agrees to be liable for all lien fees and collection costs, including but not limited to court costs and reasonable attorneys' fees, if the invoice is not paid in full at the time the repairs are completed or terminated. Customer further agrees to defend, indemnify, and hold harmless Company against any claim or action related to the repairs of the vehicle, including the payment of reasonable attorneys' fees as such fees are incurred. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision and the provision that would otherwise be prohibited shall be deemed amended to the broadest extent that it would be valid and enforceable.

Company has fully answered my questions regarding this matter.

Initial Here _____

I understand that my vehicle will not be released until Company has received payment in full; and by my signature, I acknowledge that I have read and agree to the terms and conditions stated herein.

When applicable, to date, the charges listed in ¶10 total: $_____

Date: _____ x_____

Initial Here _____

Facility retains the right to waive or discount fees on a case-by-case basis.

Schedule of Fees & Charges

(Updated; Aug. 2024)

- Drop-Off Administrative Fee, Minimum Charge: $349.99
  - -- File Generation & Related Office Admin Duties
    (Including initial insurance estimate reconciliation, when Applicable)
  - -- Photo Documentation on Release of Vehicle to Company
  - -- Initial Quality Control Condition Report
  - -- Parts Loading into vehicle (When Applicable)
  - -- Parts Storage (When Applicable)
  - -- Initial Parts Procurement before Drop-off (When Applicable)

- First Pre-Scan // When Required by OEM $157.00

- Mid-Repair Scans // When Required $157.00

- Vehicle Cleaning // Each Occurrence, When Required $75.00
  - -- Additional Minimum Fee for Glass Clean-Up: $120.00

- Supplement and Post-Disassembly Report Generation; and related fees $250.00
  - -- OEM Procedural Lookup; and Access Fees to OEM Data // Alldata, when applicable
  - -- Technician Report Generation and Documentation
  - -- Administration to Convert Technician Report into Disassembly, "Blueprinting", Report
  - -- OEM Procedural Documentation to File
  - -- Stall Clean-up

- Outdoor Storage / Day Fee: $125.00

- Tent / Covered Outdoor Storage / Day Fee: $150.00

- Indoor Storage / Day Fee: $200.00

- Hazardous Waste Removal Fee, Minimum Charge: $3.00

- Protecting Vehicle Openings, Minimum Charge: $75.00
  - -- When Glass is: Removed // Missing // Broken // Shattered
  - -- When Body Panels are: Removed // Missing // Damaged Exposing Vehicle to Elements

- Bio-Hazardous Clean-Up, Minimum Charge: $500.00

- Repair Minimum Labor Charge: 1.0/Body Hour Units (charged at body rate)

- Post Repair Road Testing Minimum Charge // When Applicable $50.00

- Estimation Charge Given Criterion: $75.00

Initial Here _____

Date: _____ X_____

Initial Here _____

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Notice of Consumer Rights – Automotive Collision Repair Act

You are entitled to a price estimate for the repairs you have authorized. The repair price may be less than the estimate but shall not exceed (1) any price limited estimate or (2) any parts and labor estimate by more than 10%. **Additional repairs may not be performed without your consent**. You may waive your right to a written estimate and require that you be notified if the price exceeds an amount you have specified.

You may waive your right to an estimate, which gives the collision repair facility the right to set the price without your permission. Your signature will indicate your selection.

Illinois law requires your signature on one of the following:

A) I request an estimate in writing before you begin repairs:

Signature _____ Date: _____

B) Please proceed with repairs but call me for approval before continuing if the price exceeds:
$_____

Signature _____ Date: _____

C) I do not want an estimate and you may set the price of repairs:

Signature _____ Date: _____

Time: _____

This estimated price for authorized repairs will be honored if the motor vehicle is delivered to the facility within the time period agreed to by the consumer and the motor vehicle repair facility.

YOUR CUSTOMER RIGHTS UNLESS THE FACILITY PROVIDES A FIRM PRICE QUOTATION, YOU ARE ENTITLED BY LAW TO:

1. A WRITTEN ESTIMATE FOR REPAIRS THAT WILL COST MORE THAN $100.00 UNLESS WAIVED OR ABSENT FACE-TO-FACE CONTACT (SEE ITEM 3 BELOW)

2. AUTHORIZE ORALLY OR IN WRITING ANY REPAIRS THAT EXCEED THE ESTIMATED TOTAL PRE-SCALES TAX COST BY MORE THAN 10% OR THAT EXCEED THE LIMITED PRICE ESTIMATE.

3. AUTHORIZE ANY REPAIRS ORALLY OR IN WRITING IF YOUR VEHICLE IS LEFT WITH THE COLLISION REPAIR FACILITY WITHOUT FACE-TO-FACE CONTACT BETWEEN YOU AND THE COLLISION REPAIR FACILITY PERSONNEL.

IF YOU HAVE AUTHORIZED A REPAIR IN ACCORDANCE WITH THE ABOVE INFORMATION, YOU ARE REQUIRED TO PAY FOR THE COSTS OF THE REPAIR PRIOR TO TAKING THE VEHICLE FROM THE PREMISES.

CALCULATION OF LABOR COSTS: IN CALCULATING LABOR COSTS, THIS FACILITY USES A COMBINATION OF INDUSTRY FLAT RATE TIME MANUALS, ACTUAL TIME, OR CONDITION OF THE VEHICLE TO DETERMINE LABOR COSTS.

Initial Here _____