



# AUTOMOTIVE TECHNOLOGY CUSTOMER WORK REQUEST ORDER

INVOICE NO. _____
DATE: _____

<b>CUSTOMER NAME</b>	
<b>ADDRESS</b>	
<b>CITY/STATE/ZIP</b>	
<b>PHONE NUMBER</b>	
<b>TYPE OF SERVICE BEING REQUESTED</b>	1. _____
	2. _____
	3. _____
<b>YEAR</b>	
<b>MAKE</b>	
<b>MODEL</b>	
<b>COLOR</b>	
<b>LICENSE NUMBER</b>	
<b>CUSTOMER SIGNATURE AND DATE</b>	
<i>Signature indicates a full understanding of the terms and releases liability as described in the customer guidelines.</i>	
The staff, administration, members of the Joint Committee, students and the Western Montgomery Career & Technology Center are hereby released from any and all liability, of any nature whatsoever, for any loss or damage of any nature whatsoever, to any property being serviced or repaired, and the person whose signature appears on this document hereby agrees to indemnify and hold harmless those persons set forth in this paragraph from any liability of any nature whatsoever as a result of the service of repairs performed under this "Customer Work Request Order".	
Please be advised, it is the customers' responsibility to pay for ALL parts, hardware and materials necessary to complete the above agreed to repairs, and any additional repairs associated or necessary – in the opinion of the instructor – to safely complete the agreed to repair. In addition, all service performed will be assessed a minimum \$5.00 fee (\$4.70 fee +.30 PA tax) to help defray hazardous waste removal costs.	
<b>PLEASE NOTE: Under no circumstances will a vehicle be released without instructor authorization!</b>	
<b>(INSTRUCTOR SECTION ONLY)</b>	
<b>LAB</b>	
<b>THIS REQUEST CAN _____ CANNOT _____ BE FILLED.</b>	
<b>IF ACCEPTED, GIVE DATE CUSTOMER SHALL BRING PROJECT TO SCHOOL AND ANY ADDITIONAL INSTRUCTIONS. IF NOT, PLEASE STATE REASON.</b>	
<b>INSTRUCTOR SIGNATURE AND DATE</b>	
<b>ADMINISTRATIVE DIRECTOR SIGNATURE AND DATE</b>	