

Auto Repair Estimate Authorization
Terms, Conditions, and Disclosures – Checklist*
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Terms, conditions, and disclosures are an important part of authorization documentation because it establishes the contractual relationship and understanding between the parties in the repair process. These additional terms are usually found on the reverse side of the estimate and invoice; therefore, they are commonly referred to as “backer language”.

Below is a checklist of some of the key areas (in no particular order) that an auto repair facility may wish to consider including in their estimate and repair authorization documentation.

- Timeframe for when customer must pay for completed repairs.
- Storage fee charges.
- Acknowledge that automotive repair facility not responsible for any articles of personal property left in vehicle.
- Customer has authority to authorize repairs.
- Completion date is not a guarantee, only approximate date that may change without notice.
- Notice that flat rate hours may not be actual time spent on repairs.
- Specify workmanship, guarantees and warranty terms, conditions and exclusions.
- If requested, provide a copy of towing and fee notice.
- Customer will authorize insurer involved in claim to pay automotive repair facility.
- Grant permission for automotive repair facility and its employees to operate vehicle for purposes of repairs and test driving to ensure proper function of vehicle.
- Acknowledge that if there is a lienholder, lienholder may need to endorse check prior to release of vehicle.
- Customer must provide written notice to remove vehicle from automotive repair facility.
- Acknowledge that customer is responsible for any insurance deductibles.
- Returning of parts to customer, if requested.
- Customer will authorize insurer involved in claim to pay automotive repair shop.
- Customer agrees that it is responsible for cost of vehicle repairs, if insurance company does not pay for any reason.
- Acknowledge that full payment of all work must be received by automotive repair facility before vehicle released.
- Prop 65 warning for parts and services.
- Automotive repair shop is not responsible for the unavailability of parts or services from third parties.
- Data Privacy Policy. Customer grants automotive repair facility permission to share customer information with appropriate third parties for procurement of necessary replacement parts for repair of vehicle.

- The custom can request old parts “in advance” of the repair.
- If the customer requests original parts a Core charge may apply.
- Notice of effects of repairs performed with replacement parts other than original equipment manufacturer parts.
- Automotive repair facility not responsible for unavailability of parts or services from third parties.
- Grant automotive repair facility a mechanic’s lien on the vehicle to secure cost of work, if not paid.
- Method of Payment – automotive repair facility policy regarding personal checks (e.g. not accepted).
- Automotive repair facility business hours of operation.
- Governing law in accordance with the laws of State of California.
- Other terms, conditions and disclaimers.
- Smog Check stations have additional notice and disclosure requirements that must be included in estimate.

***This document is general in nature and deals with various laws and regulations. It should not be considered legal advice. It is highly recommended that you seek the advice of an attorney specializing in this area of the law.**