



Project Booking Sheet

Customer Name

Job Number

Telephone

Postal Address

Email

.....

Van Year Model Chassis No

Date of Delivery Work Commencing Estimated Completion Date

Project Spec

(Blasting / Colours / Interior / Trim)

Materials (required/used)

(Panels / Consumables / Paints / Gas / Wire / Paper / Pads / Discs)

Special Requests / Points to Note



Project Booking Sheet

Estimated total weeks labour

.....

Estimated total labour costs

.....

Estimated total project cost inclusive of parts & materials

.....

Deposit required

.....

Signed

.....

Print name

.....

Date

.....

Restoration . Workshop

Mr Matt Smith
07791 596 199 info@smithsvw.com

Workshop address:
Unit 3, Sandylands Farm, Wadebridge, Cornwall, PL27 6EL

Office . Accounts & Booking

Miss Rickie Staple
07970 846 851 accounts@smithsvw.com

Postal address:
5 Lower Trevorgus, St Merryn, Cornwall, PL28 8NL

Terms, Conditions, Booking & Payment Details

Due to the unique, and at times unpredictable, nature of vehicle restoration work Smiths VW can only provide estimate labour timescales and completion dates. Customers will be regularly updated and informed via a fortnightly 'Progress Report Sheet' inclusive of photographs - keeping them accurately informed of project progression and any unforeseen developments.

Customers are of course welcome to participate in their bespoke restoration process and are encouraged to assist in sourcing and tracking parts or original details. Customers are welcome to visit the restoration workshop at any time, by appointment only.

Smiths VW provide a complete body work service, but can arrange mechanical or interior work with preferred suppliers if customer requires. Smiths VW can make recommendation and offer consultation to external suppliers, however the customer undertakes these services under separate contract and Smiths VW takes no liability or responsibility for non-bodywork.

A non-refundable holding deposit is required to accompany Project Booking Sheet to confirm booking and reserve workshop time. Deposit is strictly non-refundable acting as compensation towards potential loss of earning Smiths VW may suffer. Upon successful receipt of deposit and signed Booking Sheet a customer's booking is confirmed in writing via receipt.

Customers will be invoiced fortnightly throughout their project for labour, materials and parts as specified in 'Progress Report Sheet'. Sorry no credit terms are available and prompt payments will be required by (BACS) Bank Transfer within five working days of invoice date.

Standard Labour Rates:

£25 per hour . £1000 per week.

Standard Deposit Brackets:

Mild Resto	Medium Resto	Full Resto
Small Bodywork Repairs, Blending	Full Paint Jobs, No Rebuilding	Full Strip & Re-build, MOT
£2500	£3000	£4000

Payment Details .

Bank Transfers only to: Smiths VW of Cornwall. Mr Matthew Smith
Bank: RBS Sort Code: 16-28-19 Account No: 10068643

Upon completion of any Smiths VW project customers will be required to complete a 'Sign Off & Approval Form' to confirm that they are satisfied with their completed product. Smiths VW reserve the right to use photographs and details of any restoration project in their promotional materials, including advertisements and website portfolio.