



## **Billing and Invoicing Guidelines**

Innovative Restorations takes pride in offering high-quality service for customers with diverse vehicle projects and personal budgets. To ensure complete transparency regarding budgets, Innovative Restorations has implemented the following billing and invoicing policies.

---

- Full payment for all parts, taxes, and relevant shipping/handling is required **before** work begins.
  - Invoicing for parts and labor will start once the project begins and will be collected weekly or bi-weekly as decided by Innovative Restorations.
  - Additional parts, taxes, and applicable shipping/handling costs will be invoiced and collected as the project progresses.
  - **Invoices are due upon receipt.** A \$100 late fee will be applied to payments not received within 48hrs.
  - After 7 days without payment, the status of project will change from active to storage.
  - **Storage Status:** Vehicles are subject to a \$100/week storage charge applied every Monday while in storage status. Once storage fees and unpaid balances are paid in full, the vehicle will re-enter the end of the work queue and resume active status.
  - At any time the customer may remove the vehicle upon payment of all outstanding invoices and/or fees. Vehicles will not be released until account balances are paid in full.
- 

I wish to receive invoices by:  text message  email

**I have read, understand and agree to the above billing and invoicing guidelines.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*This policy is subject to change at any time at the discretion of Innovative Restorations.*