



Billing and Invoicing Guidelines

West Bend Dyno Tuning is happy to serve all types of customers with a variety of budgets. In order to facilitate the most accurate invoicing and to ease any associated confusion on certain types of builds, we use the following invoicing and billing guidelines.

Projects UNDER \$5000

- We require FULL payment on ALL parts, tax, and applicable shipping BEFORE work begins.
- Labor and Dyno time are collected upon delivery, **Unless the project will exceed 1 week of time to complete. If so, the project will require 50% down on estimated labor when the project is started. Customer will be responsible to make weekly payments throughout the remainder of the project.**

Projects OVER \$5000

- We require FULL payment on ALL parts, tax, and applicable shipping BEFORE work begins.
- **Projects exceeding 1 week, will require 50% down on estimated labor Before the project is started**
- Parts and Labor invoicing will accrue once project begins and will be collected on a weekly or bi-weekly basis. If a deposit on labor is required/received, the payment schedule for labor will start when the down payment has been reached.
- Additional parts, tax, and applicable shipping will be billed and collected as project continues.
- The **MAXIMUM** allowable limit on outstanding labor / dyno debt is \$1000.
- Should outstanding debt not be caught up, project work will cease until debt is paid **and the vehicle will be moved to storage. The customer will then be responsible for storage fees.**

Power Packages and Superchargers (exempt from the \$5000 cutoff)

- We require a down payment on ALL parts, tax, and applicable shipping BEFORE work begins (approx. 75% of total package price)
- Remaining package balance, additional labor and dyno time are collected upon delivery.

Additional modifications and parts that are added to the work order AFTER a project begins are still subject to these requirements.

Unpaid debt is subject to a **2.0%** monthly finance charge after 7 days.

Vehicle is subject to a **\$100/day** storage charges after 7 days. Indoor storage is not implied or guaranteed at any time.

- Any customer parts left behind after the project is complete, will be discarded or become property of West Bend Dyno Tuning LLC.

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

PRINT NAME: _____
SIGNATURE: _____

DATE: _____