



Agreement for Automotive Payment of Service to Vehicle

I hereby authorize Kaskaskia College’s Automotive Technology Department to work on my vehicle. I have read and understand the “Request for vehicle repair.”

Please pay cashier by cash, check or credit card prior to picking up vehicle. If you are a Kaskaskia College employee, and payment is not made prior to picking up the vehicle, you will be required to authorize an employee payroll deduction below. If you are a Kaskaskia College student and payment is not made prior to picking up the vehicle, you will be required to authorize a charge to your student account.

Employee Payroll Deduction Authorization

As a Kaskaskia College employee, I understand that payroll deduction will be used if I do not pay the invoice in full prior to picking up my vehicle and by my signature below, authorize such deduction to be made by the Kaskaskia College Payroll office. _____ (initial here)

Student Charge to Student Account Authorization

As a Kaskaskia College student, I understand that my student account will be charged if I do not pay the invoice in full prior to picking up my vehicle and by my signature below, authorize such deduction to be made by the Kaskaskia College Cashiers office. _____ (initial here)

Customer Name (Please Print)

Customer Signature

Date

Address:_____

City:_____

Cell Phone #:_____

Home #: _____

Note to our respected customers:

Please remember that this Payment of Service to Vehicle Form needs to be completed with each visit to the automotive department. The use of this agreement form is the fairest way to allow the customer to choose a payment option of cash, credit or payroll deduction and to guarantee payment within 5 business days. It is our wish to provide this continued college benefit, and it can only be accomplished with your continued cooperation of timely payment.