



**AGREEMENT**

I hereby represent or affirm that the work to be performed is for: (Check One)

- 1. A tax supported program and institution ( )
- 2. A public employee ( )
- 3. A student in the two-year college system ( )
- 4. A charitable organization supported by donations ( )

WHEN PROPERTY IS PICKED UP, TERMS ARE:

- 1. CASH
- 2. PAYABLE TO LIVE WORK CLERK ONLY.

CONDITIONS:

- 1. Estimates are for parts and supplies plus 20% to cover breakage, etc. The estimate is based on initial inspections by the instructor. It does not cover any additional parts or materials that may be needed to fully complete the live work project represented by this estimate. If additional parts or materials are required, the customer will pay the cost of the additional parts or materials plus the standard fee and an additional deposit, regardless of the cause or reason that the additional parts or materials were required.
- 2. J.F. Ingram State Technical College is not responsible for loss or damage to property in case of fire, theft, or any other cause beyond our control.
- 3. This being a training program, I understand work done on my property is *not guaranteed*. I will allow the college whatever time required to complete the job.
- 4. The customer will pay the full balance of the cost of this project *and* will remove the item or vehicle, which is the subject of this project, within thirty (30) calendar days after being notified that this project has been completed. If the customer fails to pay the full balance *and/or* remove the item or vehicle within 30 days, Ingram is hereby given the customer's consent to disassemble, sell *and/or* otherwise dispose of the subject item or vehicle. If there is a sale, Ingram will retain all the proceeds from any such sale.
- 5. I acknowledge that a report containing my name, address, type/cost of live work to be performed will be generated by ISTC and submitted to the Chancellor and the ACCS Board of Trustees for review.

INGRAM STATE TECHNICAL COLLEGE

I hereby authorize the described work and agree to the conditions set forth. I CERTIFY THAT THIS IS MY OWN PERSONAL PROPERTY TO BE KEPT ON MY PREMISES.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness' Signature \_\_\_\_\_ Date \_\_\_\_\_