

SHOP POLICY/RULES

1. No smoking or alcohol on premises.
2. Horse-play and inappropriate behavior will not be tolerated in the shop.
3. Fluid spills must be cleaned up immediately.
4. Safety glasses and gloves are highly advised.
5. Closed-toed shoes are required. No open toe shoes allowed. Sleeved t-shirts and pants are highly recommended.
6. Any and all shop tools must be wiped clean and returned to the appropriate storage area before your appointment time has ended. This includes the shop bay and lift being wiped down free of grease, grime, and/or debris.
7. Report any broken tools or machines to the office manager on duty immediately. Customers are responsible to pay the replacement cost of any lost or stolen tools not returned at the end of rental time.
8. Respect the neighbors and other surrounding space as this is a shared business complex.
9. No blocking fire exits or fire extinguishers.
10. Only the authorized person renting the lift/bay may operate the lift and tools.
11. Children under the age of 18 years old must be accompanied by a legal guardian or parent. No children under the age of 16 allowed inside the shop.
12. Limit of 3 people working on any 1 vehicle in the shop bay.
13. We are not responsible for personal injury or any damages to your property.
14. After hours policy: \$5 per minute after 7:00 PM
15. Do not leave keys in ignition overnight or for extended periods of time.
16. Customers are responsible for paying a storage fee of \$25 per day if storing vehicle before/after appointment.
17. No dumping of used parts on premises, violators will be banned from booking in the future. If you need to leave parts, please speak with the manager on duty to arrange under special circumstances.

Working in an automotive shop can be potentially dangerous and is a more unique surrounding than most are used to. Please be aware of your surroundings at all times.

Failure to follow these rules may result in denial of service.

I have read and understand these rules.

Signature

Date

Printed Name

Joshua Beletz

AZ 4Runner Parts

Date