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Project Scope Document

Thanks for contacting Henry Jake’s Custom Auto Service! This document helps prepare us for the journey ahead, which we intend to make a fun and exciting ride.

The auto restoration business relies on mutual trust and that starts with clear communication about the scope and details of work. Throughout the restoration process this document is an excellent reference tool, and empowers each party to speak to the work agreed to.

If additional services and items are requested or required, the scope of work and budget will change. Cost estimates will be provided, the decision to move forward is at the discretion of the client, and written approval is required.

Thank you for taking the time to thoroughly complete this document and get the wheels turning on your dream vehicle!

Client Information

Client Name:	Client Phone Number:
Client Address:	
Invoice Format: Paper Email Both	
Email Address:	
Vehicle	Insurance Certificate? Yes No
Vin#	Expiration Date:

Client Expectations:

- High Show Quality – Frame Off/Nut & Bolt Rotisserie Custom or OEM Restoration of the Entire Car to High Show Level
- Show Quality – Frame Off/ Nut & Bolt Rotisserie Custom or OEM Restoration of the Entire Car to Show Level
- Street Show – Not Frame Off/Rotisserie, Paint Stripped, Damaged Parts Repaired or Replaced, Custom or OEM; Painted
- Driver Quality – Not Frame Off/Rotisserie, Paint Freshened Up, Mechanically Brought to Safe Driving Condition

Please indicate your answers below:

Do you want to retain old parts removed/replaced during restoration? Yes No

Do you want your car to be restored to original factory condition? Yes No

Do you want your car to be a custom mod restoration? Yes No

Client authorized use of aftermarket and/or non OE parts? Yes No

Client understands that (please initial beside each):

The project ballpark estimate is for reference only and is **not binding**.

Unforeseen complications, additional service requests, and parts needs **will increase** the project scope and budget.

Henry Jake's will provide a ballpark estimate for addressing or repairing such issues.

The client retains discretion to determine the course of action for unforeseen issues.

A formal Customer Agreement will be executed prior to commencement of work.

The Client understands that work is based on installments paid in advance throughout.

The Client understands the Scope Document was customized for them in detail. It is provided in good faith and confidence, and may not be copied, shared, or disclosed to any third party without the prior written consent of Henry Jake's Custom Auto Service.

Scope of Work

Body	
<ul style="list-style-type: none"> <input type="checkbox"/> Frame off <input type="checkbox"/> Custom refurbish and refinish <input type="checkbox"/> Remove Box <input type="checkbox"/> Remove Cab <input type="checkbox"/> Strip body to steel <input type="checkbox"/> Sand Blast Body - TBC <ul style="list-style-type: none"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Sand Blast Parts - TBC <ul style="list-style-type: none"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Wet blast parts <ul style="list-style-type: none"> <input type="checkbox"/> frame <input type="checkbox"/> <hr/> <p>Lights/Door/ Door Glass/Handles/Cranks/ Accessories/Emblems/Weatherstripping</p> <ul style="list-style-type: none"> <input type="checkbox"/> Door glass - remove and replace <input type="checkbox"/> Door handles: Remove and replace driver's side handle. <input type="checkbox"/> Door seals remove and replace <input type="checkbox"/> Emblems – clean and detail <input type="checkbox"/> Emblems – custom <input type="checkbox"/> Emblems – replace with OEM <input type="checkbox"/> Install truck tonneau <input type="checkbox"/> Light harness or other wiring required <input type="checkbox"/> Remove and/or install new pin stripes <input type="checkbox"/> Rear glass <input type="checkbox"/> Refurbish antennae <input type="checkbox"/> Refurbish headlights and bezels <input type="checkbox"/> Refurbish outside mirrors <input type="checkbox"/> Refurbish signal lights and bezels <input type="checkbox"/> Refurbish tail lights and bezels <input type="checkbox"/> Remove and replace Tail lights and bezels <input type="checkbox"/> Replace antennae <input type="checkbox"/> Remove and replace headlights and <input type="checkbox"/> Replace marker lamps 	<p>Remove, Replace Install and Align Bad Body Panels:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A Pillar <input type="checkbox"/> B Pillar <input type="checkbox"/> C :Pillar <input type="checkbox"/> Back bumper: Components: <ul style="list-style-type: none"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Box Components: <ul style="list-style-type: none"> <input type="checkbox"/> Sides <input type="checkbox"/> Floor <input type="checkbox"/> Cross members <input type="checkbox"/> Braces <input type="checkbox"/> Cab <input type="checkbox"/> Cab corners : both sides- Customer supplied <input type="checkbox"/> Doors <input type="checkbox"/> Floor <input type="checkbox"/> Fenders <ul style="list-style-type: none"> <input type="checkbox"/> Front: <input type="checkbox"/> Rear <input type="checkbox"/> Front bumper: Components: <ul style="list-style-type: none"> <input type="checkbox"/> Face <input type="checkbox"/> Filler Panel <input type="checkbox"/> Other Parts: <input type="checkbox"/> Front trim <input type="checkbox"/> Grille <input type="checkbox"/> Hood <input type="checkbox"/> Quarter panels <input type="checkbox"/> Rockers: <ul style="list-style-type: none"> <input type="checkbox"/> Inner <input type="checkbox"/> outer <input type="checkbox"/> Roof <input type="checkbox"/> Sail panel <input type="checkbox"/> Tailgate <input type="checkbox"/> Taillight panel <input type="checkbox"/> Trunk: Components: <ul style="list-style-type: none"> <input type="checkbox"/> Lid <input type="checkbox"/> Spoiler <input type="checkbox"/> Other <input type="checkbox"/> Wheel tubs: <ul style="list-style-type: none"> <input type="checkbox"/> Inner <input type="checkbox"/> Outer <p>NOTES: Custom Metal Fabrication?: Yes No Maybe</p> <hr/>

- Replace outside mirrors
- Replace signal lights and bezels
- Remove and replace tail lights -
- Stripes – stickers remove or add
- Sunroof glass
- Sunroof weather stripping
- Window cranks remove and replace
- Remove and refurbish window cranks
- Door window channel/felts remove and replace
- Door window rubbers and gaskets – remove, refurbish, replace.
- Window rubbers and gaskets
 - Refurbish

Other:

Remove, **Repair** and/r or Refurbish, Install and Align

Bad Body Panels:

- A Pillar
- B Pillar
- C Pillar
- Back bumper: components:
 -
 -
 -
- Box: Components
 - sides
 - Floor
 - Cross Members
 - Braces
- Cab (mounts see below)
- Cab corners
- Doors
 -
- Floor
- Fenders
- A Pillar
- B Pillar
- Front bumper: Components:
 - Face
 - Filler Panel
 - Other Parts:
- Front trim
- Grille
- Ground effects
- Hood
- Quarter panels
- Rockers
 - Inner
 - Outer
- Rad Support:
- Roof
- Sail panel
- Tailgate
- Taillight panel
- Trunk: Components:
 - Lid
 - Spoiler
 - Other
- Wheel tubs:
 - Inner
 - Outer

Repair minor imperfections?

- Yes: Minor dents and scuffs throughout
- No

Custom metal fabrication?

Paint

Paint:

- Custom paint colour:
- Custom paint design detail (stripes, etc.)
- Two tone
- Number of coats: 2: see comments
- Number of clear coats: 2
- Paint Code(s)
- Prime panels only:
 -
 -
 -

Undercoating:

- Apply undercoating to underbody
- Apply undercoating to wheel tubs
- Box Liner

Engine:

- Clean & detail black paint: engine compartment only
- Paint colour on engine and compartment
- Paint inside hood black
- Paint full engine, compartment, hood and components

Frame:

- Paint frame
 - Under
 - Rear
 - Complete

Exterior

- Completely paint exterior body
 - Paint Refresh: Scuffed & Repainted
 - Stripped to steel (quarters only)
 - Polish and use Patina procedure
- Detail (black paint) exterior hardware and trim
- Paint inside trunk lid

Interior:

- Interior paint Scuffed & Repainted
- Interior to steel and painted
- Custom paint colour:
- Custom paint design detail (stripes, etc.)
- Paint Code:
- Number of coats:
- Number of clear coats:
- Paint existing interior parts
 -
 -
 -
 -
- Paint interior panels
 - Door panels
 -
 -
- Detail black paint existing interior parts:
 -
 -
 -
- Paint accessories:
 - Cargo light trim
 - Handles and locks
 - Window cranks
 - Glove compartment
 - Shifter
 - Console
 - Dash
 - Dash cover
 - Paint inside door jambs

Other:

- Paint rear of cab
- Paint tailgate
- Disassemble parts/panels and reassemble/align as follows:
 - Panels:
 -
 -
 -
 -
 - Box
 - Cab
 - Exterior lights
 - Markers
 - Front
 - Rear
 - Grille
 - Front and rear bumpers
 - Emblems
 - Remove and reinstall chrome
 - Hood
 - Body chrome
 - Rear

Chrome/Trim

- Add on chrome or other trim parts
 -
 -
 -
 -
- Keep existing - clean/polish
 -
 -
 -
 -
 -

Other:

Windshield

- Replace or refurbish windshield rubbers
 -
 -
- Refresh windshield wiper arms
- Remove windshield
- Replace windshield
- Replace windshield wiper arms
- Replace wiper blades
- Tint windshield

Other:

Windshield sensors on vehicle? Yes/No

Interior

Seats General:

- Remove Seats
- Clean existing seats
- Reinstall seats
- Install New Seats
- New Upholstery on Existing Seats
- Repair Foam in Seats

Replace

- Replace all w/Custom Interior
- Replace:
 - Replace w/OE Seat Covers
 - Replace Foam in Seats
 - Replace Carpeting
 - Add sound deadener to floor
 - Replace Carpet in trunk
 - Replace Headliner
 - Replace Rear Panel (b/t seat and window)
 - Replace Door Panels
 - Air flow covers
 - Column
 - Console
 - Dash Cover
 - Door and window controls
 - Door lock cylinders
 - Door panels
 - Full Dash
 - Gauges and instrument panel
 - Glove Compartment

Repair:

- Repair Carpeting
- Repair Carpet in trunk
- Repair Headliner
- Repair Rear Panel (b/t seat and window)
- Repair Door Panels
- Air flow covers
- Column
- Console
- Dash
- Door and window controls
- Door lock cylinders
- Gauges and instrument panel
- Glove Compartment
- Inside Mirror
- Inside dome and other lights
- Dash Cover - refurbish
- Dash
- Refurbish Dash
- Steering wheel
- Steering column
- Shifter
- Tachometer

Other:

- Inside Mirror
- Inside dome
- Steering wheel
- Steering column
- Shifter
- Tachometer
- Install Power Windows
- Install Power Door Locks and Windows
- Install Power seats

Other:

Suspension

- Blast/Prime/Paint
- Clean as Assembled
- Undercoat
- Disassemble
- Lift Kit
- Lower Kit
- Power Wash Only
- Smooth Rust Pits
- Replace Parts
 -
 -
 -
- Upgrade

Other:

Steering

- Custom Rack & Pinion
- Keep Existing Steering
- Remove and upgrade to Power Steering
- Rebuild Existing Steering
- Replace Existing Steering
- Remove and replace Steering column
- Remove and replace steering wheel

Other:

Drive Train

- Custom IRS
- Front Axle – Replace / Rebuild / Upgrade
- Rear Axle – Replace / Rebuild / Upgrade
- Transfer Case – Replace / Rebuild / Upgrade

Other:

Exhaust

- Custom Dual Exhaust
- New single exhaust
- Cut Outs
- Headers
- Keep Existing
- Repair Existing
- Replace as Original
- Size
- Stainless Steel
- Volume and sound

Other:

Engine

- Inspect
- Clean
- Dyno
- Engine and transmission removed
- Engine Covers
- Engine dress-up kit
- Intake
- Keep Existing engine
- Flush and replace fluids
 - Oil and filter
 - Transmission
 - Gear oil
 - Brake fluid
- Add used windshield washer fluid tank
- Radiator Polished
- Rebuild Original engine
- Replace engine
- Serpentine Pulley System Polished or Black
- Swap w/Crate or Rebuilt engine

Transmission

- Keep Existing
- Rebuild
- Replace
- Upgrade

Other:

Brakes

- Keep Existing
- Power Brakes
- Remove and replace brake lines
- Replace or Repair
 - Rear brakes: assess and advise.
 - Front brakes
- Upgrade to power brakes

Other:

Rims/Tires

- | | |
|---|--|
| <input type="checkbox"/> Tires <ul style="list-style-type: none"><input type="checkbox"/> Detail/Keep Existing<input type="checkbox"/> Mud flaps<input type="checkbox"/> Refurbish<input type="checkbox"/> Replace | <input type="checkbox"/> Rims <ul style="list-style-type: none"><input type="checkbox"/> Detail/Keep Existing<input type="checkbox"/> Refurbish<input type="checkbox"/> Replace? |
|---|--|

Heating/Air Conditioning System

- Keep Existing
- Repair Existing
- Replace w/Classic Auto Air

Other:

Miscellaneous

- Back Up Camera
- Carburetor
- Cruise Control
- Fuel
- Fuel Injection

Other:



BALLPARK ESTIMATE

Ballpark Range: \$xxxx - \$xxxx+ GST *

**Does not include custom metal fabrication, mechanical labour, or any parts.*

Ballpark estimate for labour is: \$xxxx- \$xxxx +GST

- Straight labour: xxxhours @\$115:\$xxxx - \$xxxx +GST
- Custom metal fabrication labour xxx@\$135:\$xxxx - \$xxxx +GST
- Mechanical labour xxx@ \$125 \$xxxx - \$xxxx +GST

Approximate shop materials: \$xxx to \$xxxx+GST

Paint materials: **TBD** on confirmation of colour code

Parts: **TBD**

- Body Panels and other parts:
- Mechanical:

NOTE: a Client Agreement will follow the successful signing of this document.

Client Signature(s):

Date:

Ron Hendrickson

Owner/Operator, Henry Jake's Custom Auto Service Inc.:

Date:
