

Address:  
Dashboard Instrument Cluster  
19591 NE 10th Avenue, Bldg 3, Unit  
F & G, Miami Beach, FL 33179  
Phone: (954) 842-4225  
Email: [miami@dashboardinstrumentcluster.com](mailto:miami@dashboardinstrumentcluster.com)



## Pre-Service Check-In Form Job No.

### Client's Information:

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Company Name: \_\_\_\_\_ Tel. No: \_\_\_\_\_

Return Shipping Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

How did you hear from us: \_\_Website \_\_Google \_\_eBay \_\_Amazon \_\_Referred By

### Instrument Cluster Information

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

VIN No./ Serial No. \_\_\_\_\_

Briefly explain the problems presented with the instrument cluster:

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Would you like your Price before Repairing?

☐ Yes

☐ No

Other Service Requests. (Ex. Different LED lights, Gauge overlay/Faceplate etc.)

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### SPECIAL REQUEST OPTION:

Expedited Service 24hr turnaround me (\$200) some restrictions may apply. YES NO

DATE: \_\_\_\_\_ SIGN: \_\_\_\_\_

Thank you for choosing Dashboard Instrument Cluster for your instrument cluster repair needs. To ensure a smooth process, please read and complete the following form. By signing below, you agree to the terms and conditions outlined herein.

**Shipping Responsibility:** Dashboard Instrument Cluster is not responsible for any damages incurred to the instrument cluster during the shipping process. Every product is thoroughly documented with photographs or recordings upon arrival and before shipping out.

**Check and Diagnose Fee:** There is a fee of at least \$150 for the check and diagnosis of your instrument cluster. However, if you proceed with the repair(s), this fee will be waived. Should you decide to discontinue with the repair(s) for any reason whatsoever after we have checked and diagnosed the cluster, you agree to pay at least \$150. If you have any questions, please contact us at (954) 842-4225.

**Repair Approval:** Please be aware that if we contact you with the repair price and you do not respond, Dashboard Instrument Cluster will proceed with the repair without asking for your approval.

**Payment Confirmation:** Once your instrument cluster has been repaired, you will receive an email containing a direct invoice link along with available payment options. If you choose to pay via **ACH transfer** or **wire bank transfer**, we kindly ask that you email us a confirmation of your transaction.

Please note that standard bank transfers may take **5–10 business days** to reach our account if no additional fees are applied. To expedite the process, we recommend selecting the **option to cover transfer fees**, which allows us to receive the payment more quickly and avoid unnecessary delays.

**Unpaid Invoices:** After 30 days of unpaid invoices, ownership of your part will be transferred to Dashboard Instrument Cluster. We retain the right to sell the part to recover the repair costs.

**Insurance Included:** Please be aware, standard shipping includes insurance up to \$100. If you need to insure your item to be equivalent to its real worth/value, you need to pay an additional fee. Make sure you request from us to add insurance for your item on the way back to you to get coverage for the full amount of your item's worth. All standard shipments have a coverage/insurance fee of \$100. So, the compensation won't be higher than \$100 (from the shipping company) unless the insurance amount was set to be higher.

**Contact And Response Time:** Please be aware that our office sometimes receives an unusual high volume of calls and hundreds of messages each day. If we are unable to answer your phone call immediately, please send us an email, and we guarantee a 100% response within 24 hours. And whenever time permits, we will also make every effort to return your phone call.

**By signing below, I acknowledge and agree to the terms and conditions stated above. I authorize Dashboard Instrument Cluster to repair my instrument cluster for the above-mentioned problems.**

Customer Name: \_\_\_\_\_

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_