

HELLO AND WELCOME TO NEWBERG DODGE!

WE HAVE TRANSITIONED TO ZERO CONTACT DUE TO THE CURRENT SITUATION REGARDING COVID-19. PLEASE SEE BELOW FOR INSTRUCTIONS:

DROPPING YOUR VEHICLE OFF

- PLEASE WRITE YOUR NAME/CONTACT INFORMATION ON THE ENVELOPE AND SIGN THE BOTTOM.
- PLEASE ONLY LEAVE YOUR VEHICLE KEY/REMOTE IN THE ENVELOPE.
- LEAVE THE ENVELOPE ON THE TABLE; WE WILL CALL YOU TO GO OVER YOUR APPOINTMENT AND ESTIMATES.

IF YOU RESERVED A RENTAL/LOANER:

PLEASE PLACE YOUR DRIVERS LICENSE AND CURRENT INSURANCE CARD IN THE ENVELOPE AND HAVE A SEAT IN YOUR VEHICLE; WE WILL PLACE THESE IN YOUR LOANER VEHICLE ONCE WE HAVE IT READY.

PICKING YOUR VEHICLE UP

- ONCE REPAIRS ARE COMPLETED, WE WILL CALL YOU
- WE PREFER TO COLLECT PAYMENT OVER THE PHONE
- CALL US WHEN YOU ARE ABOUT 10 MINUTES AWAY SO WE CAN HAVE YOUR VEHICLE OUT FRONT, READY TO GO WITH KEYS AND PAPERWORK INSIDE. WE CAN ALSO EMAIL YOUR INVOICE TO YOU IF PREFERRED.

IF YOU ARE RETURNING A RENTAL/LOANER:

PLEASE LEAVE THE KEYS IN THE BASKET ON THE TABLE.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL US AT:

503-538-9444

THANK YOU FOR YOUR PATIENCE AND UNDERSTANDING. STAY HEALTHY AND STAY SAFE.

--- YOUR NEWBERG DODGE SERVICE TEAM ---