



Providing A Competitive Advantage
Through Total Business Performance



Improve Your Skills
Increase Your Profit

List of Administration Shots to Support your Repair Specification

- 1) Overall Front ID Shot*
- 2) Overall Rear ID Shot*
- 3) Overall Nearside ID Shot*
- 4) Overall Offside ID Shot*
- 5) Interior ID Shot showing Gear Leaver*
- 6) Stamped Chassis Number*
- 7) BANK of Four Images*
- 8) Overview of Damage (If Possible)
- 9) Detailed Damage shots to support your repair specification
- 10) Pre-Existing Damage (If Applicable)

Shots* **1-7** in the above mentioned list, can be taken at the start of the vehicle appraisal. They are purely for the purpose of administration, to provide confirmation of the vehicle specification.

Shots **8, 9 & 10** will be the story board that accompany and support the details of your repair specification. These should be taken once you have carried out your assessment of the damaged vehicle and are in possession of all of the facts relating to the tasks that will be required to reinstate the target vehicle.

Attention to detail at this point in the appraisal routine will promote the accuracy of your repair specifications and reduce the amount of time having to submit further images and supplementary spec's that are required through poor process management.

ARC Support Services Ltd, are building a company that we'd like to do business with, ourselves. Through support and outstanding experiences, we want to be a company that's human, respectful, transparent, inclusive, socially and environmentally conscious and using our skills and contacts, develop and grow sustainable, profitable businesses, for our clients through sound process, engineering excellence and high level customer service

Training is not expensive! It's Priceless