

REQUEST FOR LABOR RATE INCREASE

To whom it may concern,

As of today, _____ is requesting to change the

Service Warranty Labor Rate as follows:

Old labor rate \$_____ ; New labor rate \$_____ .

Once approved, these rates will be applied to open repair orders after the approval date and forward.

These rates will be applied to open repair orders dated _____, 20____ and forward. Please make the appropriate changes to reflect this increase.

Sincerely,

Signature of Dealership Principal

Printed Name of Dealership Principal

Date