



**Southern Hills**  
baptist church

# SHBC Car Care Clinic Request

The purpose of the SHBC Car Care Clinic is to provide basic automobile repair for transportation assistance to an individual/family that is in financial need. The Car Care Clinic may not be applicable to all repair needs and requests, especially for those who have good financial capability. The SHBC Car Care Clinic team has the right to adjust or disapprove the request (and may consider providing other help than care repair).

Print and fill out both pages. Fax to 918.743.8422 or mail to SHBC 2218 E 56th Place, Tulsa, OK 74105. You will be contacted about your repair needs by a member of the Car Care Team to set up a repair appointment time.

## A. RECIPIENT INFORMATION:

Name: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Address: \_\_\_\_\_ Best Time to Reach: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Social Security #: \_\_\_\_\_

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

Marital Status: Married \_\_\_ Divorced \_\_\_ Separated \_\_\_ Single \_\_\_ Widowed \_\_\_

# Children at Home \_\_\_ Names/Ages of Children: \_\_\_\_\_  
\_\_\_\_\_

Residence Rent \_\_\_ Own \_\_\_

Employer: \_\_\_\_\_

Spouse's Employer: \_\_\_\_\_

\*Have you come to the place in your spiritual life where you know for certain that if you were to die today that you would go to heaven? Y N

\*If you were to stand before God and God were to ask you, 'Why should I let you into my heaven?' what would you say? \_\_\_\_\_

Do you attend Southern Hills Baptist Church? Yes \_\_\_ No \_\_\_

Are you a member of Southern Hills Baptist Church? \_\_\_\_\_

\*If not a member, where do you attend church? \_\_\_\_\_

\*Are you currently serving as a volunteer at Southern Hills Baptist Church? \_\_\_\_\_

\*Have you received assistance from the SHBC in the past 12 months? Yes No

If Yes, Explain: \_\_\_\_\_

What help was given and when? \_\_\_\_\_

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Name: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Referred by: \_\_\_\_\_ Referral Phone # \_\_\_\_\_

**Individual Information**

SS # \_\_\_\_\_ Phone #: \_\_\_\_\_ Best Time to Reach: \_\_\_\_\_  
Last 4 digits only

Address: \_\_\_\_\_ City,State,Zip: \_\_\_\_\_

Transportation Needs/Urgency of Request: \_\_\_\_\_

**Vehicle Information**

Year of Car \_\_\_\_\_ Make/Model \_\_\_\_\_ Color \_\_\_\_\_ Mileage \_\_\_\_\_

Engine Size \_\_\_\_\_ Brakes(disc/drum)-Front \_\_\_\_\_ Back \_\_\_\_\_ Tag # \_\_\_\_\_ Tag Expires \_\_\_\_\_

Owner of Vehicle \_\_\_\_\_ Insurer \_\_\_\_\_ Expires \_\_\_\_\_  
Proof of Insurance Available? Y N

Title available? Yes No Do you have parts? Yes No Will you bring needed parts Yes No

Stated Car Repair Needs: Oil Change \_\_\_\_\_ Brakes \_\_\_\_\_ Engine/Driveability \_\_\_\_\_ Electrical \_\_\_\_\_

Other:(description) \_\_\_\_\_

Notice: The stated car repair needs will be examined on your vehicle as a ministry of Southern Hills Baptist Church, a non-profit, 501C 3 Ministry. We do not undertake to inspect any of your vehicle's parts or system for wear or performance unless noted above. We try to see that these services are performed correctly, however, if you experience any problem with your vehicle related to these services performed, please immediately contact S.H.B.C. at (918) 743-8897. S.H.B.C. does not assume any responsibility if a part or system of your vehicle fails for a reason that is not due to the services we perform. **IN NO EVENT WILL WE BE RESPONSIBLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES.** You must purchase all parts needed before repair will be completed. Car must be brought to a designated repair facility. Your tag must be up to date and insured.

Read and agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE DO NOT WRITE BELOW THIS LINE- FOR OFFICE USE ONLY**

Scheduled Repair Date: \_\_\_\_\_ Mechanic: \_\_\_\_\_

Comments: \_\_\_\_\_

Note: For mechanics findings and action taken, see Repair Order