

Fall Edition

Volume 1, Issue 3



## *Metro Auto Rebuild South*

### *Welcome To Our Newsletter*

#### **Our Services**

On Line Vehicle Viewing

Extended Hours

7 Days a Week

7:30 am - 5:30 pm

Towing Assistance

Rental Assistance

Claim Assistance

Pick Up and Delivery  
in the Tacoma Area

We hope you enjoy this newsletter. We pass it on to you because we care about your safety and enjoy you as our customers.

Each quarter we will share tips with you regarding vehicle safety. We will also share with you any new services or specials that we have to offer .

We encourage you to tell us exactly what you want. The more specific you are, the better we are able to meet your needs and expectations.

Don't be shy to ask about something you don't understand. We want you to understand the processes of the repair.

We pride ourselves with great customer service. We have prepared this newsletter for you with the same personal touch that you feel when you visit our shop.

As we continue to grow, you are our priority. It is vital to us that you are pleased with our service.



*Keith Allison  
General Manager*

We thank those of you who have placed your confidence in us with your vehicle. We also thank those who have recommended us to others.

Enjoy!

### *Quick Tips for Buying a Pre - Owned Vehicle*

Whether you are in the market for a car, minivan or sports utility vehicle save yourself some anguish and do a little research to find the vehicle you want.

- ◆ Take your time and educate yourself. Check the resale value. Depending upon the resale value, pre-owned vehicles will vary in price considerably.
- ◆ Check with us. We repair vehicles of every type. This gives us a vantage point when it comes to guiding you to what you want.
- ◆ Once you have found a vehicle you are interested in, give us a call. We are happy to do an inspection for you!
- ◆ Talk to your friends. Ask them for referrals of dealerships or other car lots they have dealt with.
- ◆ READ! ...at the library, consumer magazines and online.
- ◆ Find out from the dealer or the seller if the vehicle will be reconditioned to high safety and performance standards.

**MARS**

Metro Auto Rebuild South  
3845 South Warner Street  
Tacoma, WA 98409  
253-474-0736

www.  
metroautorebuildsouth  
com

## Selecting a Good Repair Shop

Selecting a good repair shop can be confusing. With so many repair shops available, what choices do you have? In the state of Washington, you only need one estimate. And, you have the right to repair the vehicle where you choose.

Listed below, you will find some tips that will aid you in your decision for selecting a shop.

\* Get to know the repair facility before you need them.

Stop by and ask if you can take a short tour of the place.

\* Think about alternative transportation – does the shop offer a shuttle service?

\* Look for a neat and organized office as well as a courteous staff.

\* Does the shop offer a lifetime guarantee?

\* Look for customer service awards or other affiliations with other professional businesses.

\* Look and ask about qualified technicians – trade school diplomas or any other type of certificates of advancements in the workplace.

Come by and see us. We enjoy giving you a tour of our facility.

We have two estimators on staff along with our customer care representative.

Our goal ~  
Exceeding Your Expectations.



## You Have Just Had an Accident ~ Now What?

Anytime you are involved in an accident of any kind, it is an unnerving experience. The instant emotion is fear giving way to anger and frustration.

Questions fly through your mind faster than you can register them. This can add up to a costly experience if you are not prepared. Staying calm and having the proper information at your disposal may save you a bit of grief and expense.

Here are some tips:

1. Pull off to the side of road assuming that the car is driveable. Introduce yourself to the other driver.

2. Exchange information. Get a driver's license. List the name, address and telephone number as well as the insurance company. List any passengers or witnesses.

3. If there are any injuries, a police report should be filed. Keep a copy for yourself.

4. Don't try to monetarily settle the claim at the scene.

5. Take Pictures.

6. As soon as you are able to, write a complete description of what happened. Note the weather, being it slick roads, fog or ice. Jot down estimated speeds. Be as precise as you can.

Contact us at Metro Auto Rebuild South if you have any questions. We can arrange a tow and a rental car if you need one. Getting you back on the road safely and quickly is what we do.

Source : ASA

**Staying calm and having the proper information at your disposal may save you a bit of grief and expense**

**Mercedes Parts**  
**FOR SALE**  
Bumpers, Headlamps & More  
**Metro Auto Rebuild South**  
253-474-0736  
Call Keith

**Metro Auto Rebuild South**  
**COMPLETE DETAIL**  
Interior Vacuum and Shampoo  
Interior Trim  
Exterior Wash and Wax  
Call for appt  
253-474-0736

**Add On's**  
Pin Striping  
Glass Replacement  
Paintless Dent Removal  
..and more  
**Metro Auto Rebuild South**  
253-474-0736

## Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in

your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.



*Caption describing picture or graphic.*

## Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends,

or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a

column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

**"To catch the reader's attention, place an interesting sentence or quote from the story here."**

## Inside Story Headline

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're trying to convey. Avoid

selecting images that appear to be out of context.

Microsoft Publisher includes thousands of clip art images from which you can choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.



*Caption describing picture or graphic.*

## Welcome To Our Newsletter

3845 South Warner Street  
Tacoma, WA 98409  
253-474-0736  
www.metroantorebuildsouth.com

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WE'RE ON THE WEB!  
EXAMPLE.MICROSOFT.COM

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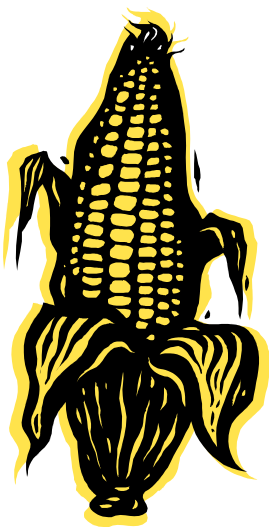


*This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.*

*It would also be useful to include a contact name for readers who want more information about the organization.*

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## Back Page Story Headline



*Caption describing picture or graphic.*

This story can fit 175-225 words.

If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization

is a good way to give your newsletter a personal touch. If your organization is small, you may want to list the names of all employees.

If you have any prices of standard products or services, you can include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a biannual char-

ity auction.

If space is available, this is a good place to insert a clip art image or some other graphic.