



February 5, 2014

NOTICE TO ALL REGISTERED ACCOUNT HOLDERS

Re: Customer tax responsibility is now being added to the estimate

In order to work more effectively with our valued repair shop partners, Manitoba Public Insurance is transitioning to Collaborative Estimating. That means our communication with repair shops on physical damage claims will be conducted faster and more accurately through a shared software platform.

As we make this transition, one of the changes you will see is the location of customer tax responsibility information.

Until now, customer tax responsibility has been hand-written at the top of the estimate sheets that an estimator hands to a customer.

Starting Thursday, February 6, that information will no longer be hand-written on the estimates. Instead, **you will find customer tax responsibility as line items within the estimate itself.**

The line items will outline the familiar information in the following format:

Insured responsibility for GST is: _____%

Insured responsible for paying PST on Parts Y or N

Insured responsible for paying PST on Labour Y or N

For example:

Insured responsibility for GST is: 80%

Insured responsible for paying PST on Parts N

Insured responsible for paying PST on Labour Y

As you transition to RepairCenter, you will also notice that these lines appear in the estimate in Mitchell Estimating.

Note: Although estimators are no longer hand-writing the customer tax responsibility at the top of the estimate, some customers will still have estimate sheets with the tax responsibility hand-written, so expect to see both in the short term. Instruct your staff to look at the top of the estimate for hand-written tax responsibility and, if it's not there, to look for the tax responsibility as a line item within the estimate itself. These line items will be added to the estimate by Manitoba Public Insurance later on.

If you have any questions, contact Manitoba Public Insurance's estimating coordinators – Blair Wagner at 204-985-8770 ext. 7829, or Bill Crocker at 204-985-8770 ext. 7960.