

Owner welcome pack — Day-0

WW-WELCOME · 2026.2-draft · effective 21 August 2026 · review quarterly

DRAFT — not legal advice — not counsel-reviewed. Early-access copy for Workshop Wrench. Do not treat this as a GA customer contract. The legal entity ABN is not yet recorded; party blocks are SPECIMEN.

Day-0 — first 15 minutes

#	Step	Done when
1	Confirm shop profile (name, timezone, currency, ABN, licence #)	Settings saved
2	Set labour rate + GST	Rates reviewed
3	Primary location + bay	≥1 location, ≥1 bay
4	Create first customer	Customer exists
5	Add a vehicle	Vehicle linked
6	Open first repair order	RO in NEW or later
7	Add an estimate line	≥1 line
8	Know the approval path	Line approved or portal link created

Then

- Invite a teammate
- Optional Parts Exchange add-on (ABN, not Connected)
- Download this pack, MSA, privacy, SLA from /legal and /collateral
- Never put real PII in the shared demo garage

Product tour beats T1–T8 are skippable in-app. Success: first RO in under 15 minutes on empty demo-quality data.

Templates assist workflows. They are not legal advice, not a government form, and not a certification. Counsel must review before paying tenants or public compliance claims.