AUTO REPAIR ORDER

PRINTED WITH SOY INK

001001

YOUR COMPANY NAME

Address
CITY, STATE ZIP CODE
Phone Number
Advertising Line

★ CODE N-NEW U-USED R-REBUILT

QTY	★	PART NO. OR DESCRIPTION			SALE	

Date

Time Received A.M. P.M.

Promised A.M. P.M.

Written By

Name

Cust. Order No.

Address City

Phone when ready Yes ☐ No ☐

Vin. No.

PHONE Bus.

Year-Make-Model License No. Odometer

Res.

ESTIMATE AMT.

ADD'L AUTH. AMT.

REVISED ESTIMATE

DATE:

TIME:

APPROVED BY ☐ IN PERSON ☐ PHONE

I hereby authorize the repair work below to be done along with the necessary material, and hereby grant you and/or your employees permission to operate the car, truck or vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car, truck or vehicle to secure the amount of repairs thereto. You will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, accident or any other cause beyond your control.

Authorized By _____

I ACKNOWLEDGE NOTICE AND ORAL APPROVAL OF AN INCREASE IN THE ORIGINAL ESTIMATED PRICE. _____ (SIGNATURE OR INITIALS)

OPERATION	LAB. CHG.	
Lubrication ☐		
Change Oil ☐		
Change Oil Filter Cart. ☐		
Service Air Cleaner ☐		
Change Trans. Oil ☐		
Adjust Transmission ☐		
Hazardous Waste ☐		
Pack Front Wheel Brgs. ☐		
Rotate Tires ☐		
Adjust Brakes ☐		
Retain Parts ☐		
Destroy Parts ☐		

OPER. NO.	REPAIR ORDER LABOR INSTRUCTION	INTERNAL		

BY LAW, YOU MAY CHOOSE ANOTHER FACILITY TO PERFORM ANY NEEDED REPAIRS OR ADJUSTMENTS WHICH THE SMOG CHECK TEST INDICATES ARE NECESSARY.

	Additional Materials from reverse side				
	TOTAL PARTS				

Unless otherwise provided by law, the seller (above named dealership) hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products.

QTY.		SALE		BILLING
	GALS. GAS			☐ CASH
	QTS. OIL			☐ CHARGE
	LBS. GREASE			☐ INTERNAL
	TOTAL GAS OIL GREASE			OK'D BY

INTERNAL SUMMARY

ACCT	CHARGE	COST

Environmental Charges	
Total Labor	
Labor-Body Shop	
Special Repairs	
Parts	
Tires	
Gas, Oil & Grease	
Paint & Body Shop Materials	
Materials	
Sales Tax	
TOTAL	

SPECIAL REPAIRS

	TOTAL SPECIAL REPAIRS				

RECOMMENDED SERVICE:

1.
2.
3.
4.
5.

OFFICE COPY

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