YOUR COMPANY NAME

123456

Address
City State Zip
Phone and Fax
Advertising Line

QUAN.		PART NO. DESCRIPTION	ESTIMATED AMOUNT		ACTUAL AMOUNT	
		SPECIAL REPAIRS				
		BROUGHT FORWARD				
		TOTAL PARTS				

Date

Time Received A.M. P.M.

Promised A.M. P.M.

Name

Address — Apt. No.

City

PHONE — Bus. — Res.

Name of Additional Person Who May Authorize Repair Work — Phone

Phone when ready ☐ Yes ☐ No

Year-Make-Model — Engine Type ☐ 4 Cyl. ☐ 6 Cyl. ☐ 8 Cyl. ☐ Rot. — License No. — Cust. Order No.

Vehicle I.D. No. — Odometer — Deposit $ — Estimator/Writer

Daily Storage $ — Diagnostic Charge $ — Retain Parts ☐ Yes ☐ No

Rate: ☐ Flat ☐ Hrly. ☐ Both ☐ Cash ☐ Check ☐ Credit Card ☐ Charge

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.

Serv. Tech.	REPAIR ORDER • LABOR INSTRUCTIONS	Est. Time Hrs.	10's	Estimated Amount		Actual Amount	

I HEREBY AUTHORIZE THE ABOVE REPAIR WORK TO BE DONE ALONG WITH NECESSARY MATERIALS. YOU AND YOUR EMPLOYEES MAY OPERATE ABOVE VEHICLE FOR PURPOSES OF TESTING, INSPECTION OR DELIVERY AT MY RISK. AN EXPRESS MECHANIC'S LIEN IS ACKNOWLEDGED ON ABOVE 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.

I HAVE READ AND UNDERSTAND THE ABOVE TERMS.

AUTHORIZED BY ____________________

GAL. GASOLINE @			
QTS. OIL @			
LBS. GREASE @			
TOTAL GAS - OIL - GREASE			

Estimated Cost of Repair Work				
Total Labor				
Total Parts				
Environmental Charges				
Special Repairs				
Gas, Oil, Grease				
Tires, Tubes				
Total				
Tax				
Less Deposit				
TOTAL AMOUNT				

REPAIR ORDER

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