AUTO REPAIR INVOICE

ITEMIZED MOTOR-VEHICLE REPAIR — PARTS, LABOR & AUTHORIZATION

REPAIR INVOICE NO.

ISSUE DATE

DUE / VALID UNTIL

1 REPAIR FACILITY & CUSTOMER

REPAIR FACILITY

BUSINESS / FULL LEGAL NAME

FULL MAILING ADDRESS

PHONE

EMAIL

CUSTOMER / VEHICLE OWNER

BUSINESS / FULL LEGAL NAME

FULL MAILING ADDRESS

PHONE

EMAIL

2 VEHICLE

YEAR

MAKE

MODEL

VIN

LICENSE PLATE / STATE

ODOMETER IN

ODOMETER OUT

REPAIR ORDER NO.

3 ESTIMATE & AUTHORIZATION RECORD

ORIGINAL ESTIMATE ($)

ESTIMATE DATE

AUTHORIZED BY

WRITTEN / ORAL / ELECTRONIC

ADDITIONAL AMOUNT AUTHORIZED

AUTHORIZATION DATE / TIME

SERVICE ADVISOR / TECHNICIAN

COMPLETION DATE

4 ITEMIZED REPAIRS

LABOR / PART	REPAIR / PART DESCRIPTION	NEW / USED / REBUILT	HRS / QTY	RATE	AMOUNT

5 TOTAL & CUSTOMER ACKNOWLEDGMENT

NOTES & PAYMENT

WARRANTY, REPLACED-PARTS & REPAIR NOTES

PAYMENT TERMS

REMITTANCE / PAYMENT METHOD

CUSTOMER ACKNOWLEDGMENT

DATE

TOTALS

LABOR	
PARTS	
SHOP SUPPLIES	
FEES	
TAX	
AMOUNT PAID	
BALANCE DUE	