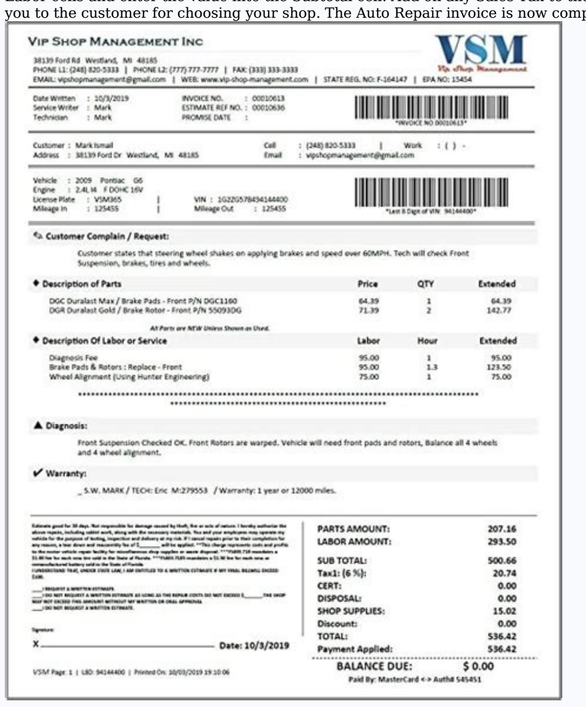


Continue

Auto body receipt template

An auto repair (mechanic) invoice is a form used for listing the parts and/or labor costs that went into repairing a customer's vehicle. The document is given to the customer after all repairs have been complete, and states that date they must have the total amount paid by. The majority of mechanics require payment to be made upon receipt, although some allow for up to thirty (30) days for their client to pay. This can be written as "Net 30" on the form.The form can be used for any vehicle type, be it a truck, car, RV, bus, and so on. The mechanic will list out the repairs they conducted, the cost of each, the amount of hours they spent on each task, their hourly rate, and the number and cost of all part(s) used.
This will then be summed with the form, providing the client with a clear view of the total amount ($) they owe. It can be used for both full and part-time technicians and repair shops.Step 1 – DownloadDownload in PDF or WORD.Step 2 – Company Contact InfoThe top of the invoice is for listing the mechanic or repair shop's contact info. If a field doesn't apply, leave it blank. The following fields are listed:Phone number – can be a mobile or landline.Fax number – leave blank if there is none.Email address – the company (or mechanic's) email address.Street address – this is the address that vehicles are repaired at.City, state, and ZIP – continued from the street address above.Company website – if the repair shop has a website, write it's URL here.Step 3 – Client Information This table is for the client ONLY. Enter the information as shown (as applicable):Invoice number (#)Invoice issue date (dd/mm/yyyy)Due date (write "upon receipt" if the client has to pay immediately).Client full nameStreet address (leave blank if not necessary)City, state, & ZIPPhone number (the client's mobile or home phone)Step 4 – PartsBegin entering the parts that were purchased for the repair, starting with the Quantity (number of parts), a brief Description or serial number, the Unit Price of a single part, and the total Amount of each type of part (Quantity X Unit Price). Sum the Amount column and enter the result into the Total Products field.Step 5 – LaborSimilar to above, enter the following in the "Labor" table:Hours worked per taskDescription of the Work Done($ / Hour) for each taskAmount [Hours X ($/Hour)]Sum the Amount column and enter the result into the Total Labor cell.Step 6 – Totals & CommentsSum both the Total Products and Total Labor cells and enter the value into the Subtotal cell. Add on any Sales Tax to the Subtotal, and enter the result into the TOTAL cell. Below, enter how many days the customer has to pay the invoice in full followed by any comments or instructions for the client. This can include payment types accepted, notes/problems about the car or job, or a thank-you to the customer for choosing your shop. The Auto Repair invoice is now complete.



VIP SHOP MANAGEMENT INC

38139 Ford Rd Westland, MI 48185
PHONE L1: (248) 820-5333 | PHONE L2: (777) 777-7777 | FAX: (333) 333-3333
EMAIL: vipshopmanagment@gmail.com | WEB: www.vip-shop-management.com | STATE REG. NO: F-164147 | EPA NO: 15454

Date Written : 10/3/2019
Service Writer : Mark
Technician : Mark
INVOICE NO. : 00010613
ESTIMATE REF NO. : 00010636
PROMISE DATE :
INVOICE NO 00010613

Customer : Mark Ismail
Address : 38139 Ford Dr Westland, MI 48185
Cell : (248) 820-5333 | Work : ( ) -
Email : vipshopmanagment@gmail.com

Vehicle : 2009 Pontiac G6
Engine : 2.4L I4 F DOHC 16V
License Plate : V3M365 |
Mileage In : 125455 |
VIN : 1G2ZG57B494144400
Mileage Out : 125455
Last 8 Digit of VIN: 94144400

Customer Complain / Request:

Customer states that steering wheel shakes on applying brakes and speed over 60MPH. Tech will check Front Suspension, brakes, tires and wheels.

Description of Parts	Price	QTY	Extended
DGC Duralast Max / Brake Pads - Front P/N DGC1160	64.39	1	64.39
DGR Duralast Gold / Brake Rotor - Front P/N 5509306	71.39	2	142.77

All Parts are NEW Unless Shown as Used.

Description Of Labor or Service	Labor	Hour	Extended
Diagnosis Fee	95.00	1	95.00
Brake Pads & Rotors : Replace - Front	95.00	1.3	123.50
Wheel Alignment (Using Hunter Engineering)	75.00	1	75.00

Diagnosis:

Front Suspension Checked OK. Front Rotors are warped. Vehicle will need front pads and rotors, Balance all 4 wheels and 4 wheel alignment.

Warranty:

_ S.W. MARK / TECH: Eric M:279553 / Warranty: 1 year or 12000 miles.

Estimate good for 30 days. Not responsible for damage caused by theft, fire or acts of nature. I hereby authorize the above repairs, including added work, along with the necessary materials. You and your employees may operate my vehicle for the purpose of testing, inspection and delivery at my risk. If I cancel repairs prior to their completion for any reason, a tear down and reassembly fee of $_____ will be applied. ***Our charge represents costs and profits to the motor vehicle repair facility for miscellaneous shop supplies or waste disposal. ***75405.718 mandates a $1.00 fee for each new tire sold in the State of Florida. ***59401.9105 mandates a $1.50 fee for each new or remanufactured battery sold in the State of Florida.
FLORIDIANS TAKE, UNDER STATE LAW, I AM ENTITLED TO A WRITTEN ESTIMATE IF MY FINAL BILLWILL EXCEED $100.
___ REQUEST A WRITTEN ESTIMATE.
___ DO NOT REQUEST A WRITTEN ESTIMATE AS LONG AS THE REPAIR COSTS DO NOT EXCEED $_____ THE SHOP MAY NOT EXCEED THIS AMOUNT WITHOUT MY WRITTEN OR ORAL APPROVAL
___ DO NOT REQUEST A WRITTEN ESTIMATE.

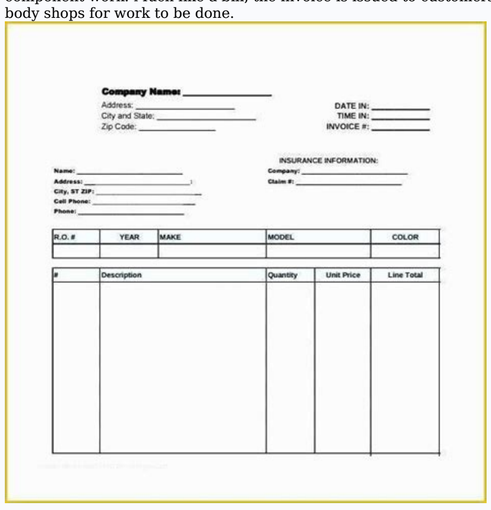
Signature:
X _____ Date: 10/3/2019

PARTS AMOUNT:	207.16
LABOR AMOUNT:	293.50
SUB TOTAL:	500.66
Tax1: (6 %):	20.74
CERT:	0.00
DISPOSAL:	0.00
SHOP SUPPLIES:	15.02
Discount:	0.00
TOTAL:	536.42
Payment Applied:	536.42
BALANCE DUE:	$ 0.00

Paid By: MasterCard <-> Auth# 545451

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The body shop invoice template is a document that contains fields for listing both the material and labor costs that went into the repairing of a motor vehicle or motorcycle. The form can be used for every type of service provided by body shops, including (but not limited to) repainting, dent removal, panel replacement, frame repair, and internal-component work. Much like a bill, the invoice is issued to customers after completing services.Mechanic invoice template – for charging customers for non-cosmetic work to a motor vehicle.Body repair shops focus on far more than just damage-ridden vehicles. High-end vehicles looking for customizations, paint jobs, and aftermarket parts often go to body shops for work to be done.



Company Name: _____
Address: _____
City and State: _____
Zip Code: _____

DATE IN: _____
TIME IN: _____
INVOICE #: _____

INSURANCE INFORMATION:
Company: _____
Claim #: _____

Name: _____
Address: _____
City, ST ZIP: _____
Cell Phone: _____
Phone: _____

R.O. #	YEAR	MAKE	MODEL	COLOR

#	Description	Quantity	Unit Price	Line Total

Furthermore, some body shops specialize in only one (1) or two (2) types of vehicles, such as diesel trucks, high-end sports cars, motorcycles, and more. Common services that are completed by body shops include:Dent removal,Frame repair,Painting (full-body and spot painting),Custom installations (OEM and aftermarket),Accident-restoration,Detailing,Window replacement / crack repair,and more.How to WriteDownload the invoice in WORD or PDFStep 1 – Body Shop Contact InfoAt the top of the page, enter the name of the body repair company and the full address of the shop. 30101618919.pdf Then, to the right, enter both the time and date the vehicle entered and exited the shop followed by the invoice number. que_es_impedancia_electrica.pdf The invoice number can be anything, although going in order can improve the company's organization.Step 2 – Customer Contact / Insurance InfoEnter the following customer information:Full name,Address (street, city, and ZIP),Cell phone number (#),Home phone number (#) (if applicable),Company name of their insurance provider (if the work being done is covered by their insurance), andTheir claim number (if applicable).Step 3 – Vehicle InfoInput the following information regarding the customer's vehicle:Plate Number (#),Year (20XX),Make (Ford, Nissan, Mazda, Chevrolet, etc.),Model (F-150, Rogue, Miata, 1500, etc.), andColor (Black, red, gold, white, etc.)Step 4 – Service(s) DescriptionList the service(s) that were provided for the customer. The description should be concise yet enough information for the client to understand what was done. Then, enter the number of hours spent on each service, followed by the hourly rate ($/hr) charged for each service. Enter the total value for each service by multiplying the hours by the hourly rate. Calculate the "Total Labor" field by adding up all of the service "Totals".Step 5 – Materials / Parts DescriptionSimilar to the Service table, enter the number of parts and/or materials that were required for the job. A short description and product code should be entered in the "Description" field. Enter the number (#) of parts required for each part type followed by the cost for one (1) part. Sum the number of parts by the cost and enter the result into the "Total" field. Then, sum the "Total" column to calculate the "Total Parts" field.Step 6 – Notes & TotalsSum the "Total Labor" and the "Total Parts" field and enter the result into the "Subtotal" field. If the customer is to receive a discount, enter the discount with a minus sign ("-") in front of the discount. Calculate any tax and enter it into the "Tax" field. Finally, sum the "Subtotal" and "Tax" fields, minus the "Discount" field (if any). Enter the value that results into the "TOTAL" field.In the "Notes/Customer Requests" space, enter any special instructions from the customer or any notes on the job that the customer should know. Payment information can also be entered in the field. descargar la biblia reina valera 1960 gratis pdf de la de las Once the job is finished, the completed invoice should be sent to the customer.Related FormsCar Wash InvoiceTowing InvoiceWelding Invoice