

COMPANY NAME _____ **DATE** _____
ADDRESS _____ **VEHICLE NO.** _____
VEHICLE TYPE _____ **METER READING** _____
REASON FOR REPAIR: BREAKDOWN DRIVER'S REPORT INSPECTION P.M.
 OTHER (List Reason) _____

REPAIR ORDER _____
INSTRUCTIONS: _____

OUTSIDE REPAIR **YES (Attach Invoices)**

ASSEMBLY CODES	PARTS					LABOR					
POWER UNITS	ASSBY. CODE	PART DESCRIPTION OR NUMBER	PRICE EACH	QTY.	TOTAL COST	EMPLOYEE NAME OR NUMBER	ASSBY. CODE	WORK CODE	TOTAL TIME	RECORD TIME HERE	
01 - Misc. 02 - A.C. - Cab - Inst. 03 - Chassis 04 - Drive Train 05 - Electrical 06 - Engine 07 - Accessories 08 - Body TRAILER (Note: for common items such as brakes, lights, etc. use power unit codes) 21 - Body 22 - Heating & Ref. 23 - Chassis 24 - Electrical										OUT	
										IN	
										OUT	
										IN	
										OUT	
										IN	
										OUT	
										IN	
										OUT	
										IN	
WORK CODES										OUT	
A - Adjust R - Replace C - Clean T - Tire Repair I - Inspect TR - Tire Replace L - Lubricate U - Road Call M - Modify O - Overhaul W - PM-"A" (1000 Miles) X - PM-"B" (5000 Miles) Y - PM-"C" (50,000 Miles) Z - PM-"D" (100,000 Miles)										OUT	
										IN	
										OUT	
										IN	
										OUT	
										IN	
										OUT	
										IN	
										OUT	
										IN	
OUTSIDE REPAIRS										OUT	
VENDOR										IN	

MECHANIC COMMENTS

MECHANIC SIGNATURE: _____
INSPECTED BY: _____

COST RECAP (OFFICE USE ONLY)
 TOTAL PARTS (Detailed at Left) = \$ _____
 Total Labor Hrs. _____ @ \$ _____ Hr. = \$ _____
 Total Outside Repairs (Attach Receipts) = \$ _____
TOTAL REPAIR COST