

Auto Repair Service Order Form Sample

Streamline your vehicle maintenance with this **auto repair service order form sample**, designed to provide clear documentation of all repairs. The form includes an itemized list of parts to ensure transparency and accurate billing. Perfect for both mechanics and customers seeking detailed service records.

Customer & Vehicle Information

Customer Name	Order No.	
Phone	Date	
Address		
Vehicle Make	Model	
Year	VIN	
License Plate	Mileage	

Service Requested / Description of Problem

Itemized Parts & Labor

#	Description	Part Number	Qty	Unit Price	Total
1	Oil Filter	OF-123	1	\$8.00	\$8.00
2	Engine Oil (5W-30)	EO-530	5	\$6.00	\$30.00
3	Brake Pads (Front)	BP-456	1	\$55.00	\$55.00
Parts Subtotal					\$93.00
Labor Performed		Hours	Rate	Total	
Oil Change		0.5	\$70.00	\$35.00	
Brake Pad Replacement		1.0	\$70.00	\$70.00	
Labor Subtotal					\$105.00
Shop Fees					\$10.00
Total Due					\$208.00

Customer Signature		Date	
Service Advisor		Date	

Thank you for choosing our auto repair service. Please retain this form for your records.