



- 1 - Please write your service instructions on this envelope.
- 2 - Lock your car, place keys in this envelope and seal.
- 3 - Sign at bottom and drop envelope in our mail slot.

**THANK YOU**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

PLEASE TRY TO HAVE CAR READY BY: \_\_\_\_\_

BUS. PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

LICENSE NO. \_\_\_\_\_ COLOR \_\_\_\_\_ MILEAGE \_\_\_\_\_

**CHECK/REPAIR THE FOLLOWING:**

- LUBRICATION SERVICE
- OIL & FILTER
- AIR CLEANER
- TRANSMISSION OIL
- DIFFERENTIAL OIL
- OIL LEAKS
- ENGINE TUNE-UP
- MUFFLER
- EXHAUST SYSTEM
- EMISSION SERVICE
- STATE INSPECTION

- CLUTCH
- BRAKE
- ALIGNMENT
- WHEEL BEARINGS
- BALANCE WHEELS
- ROTATE TIRES
- STEERING & SHOCKS
- LIGHTS
- AIR CONDITIONING
- FLUSH RADIATOR
- BODY DAMAGE
- UNDERCOAT

**COMMENTS:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**DO YOU WANT YOUR OLD PARTS?**       YES       NO

**NOT RESPONSIBLE FOR ANY PERSONAL ITEMS LEFT IN VEHICLE.** I hereby authorize the above repair work to be done along with the necessary materials. You and your employees may operate the above vehicle for purposes of testing, inspection or delivery at my risk. An express mechanic's lien is acknowledged on the above vehicle to secure the amount of the 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.

**SIGNED X** \_\_\_\_\_

Repairs are to be paid upon delivery of vehicle.