



# Work Order

Meets NATEF Task: (A4-A-1) Complete work order. (P-1)

Name \_\_\_\_\_ Date \_\_\_\_\_ Time on Task \_\_\_\_\_

Make/Model/Year \_\_\_\_\_ VIN \_\_\_\_\_ Evaluation: 4 3 2 1

Fill in the customer and vehicle information, plus the customer concerns and related service history.

<div style="display: inline-block; text-align: left; margin-left: 50px;"> <p>UAS Automotive 1415 Any Street City, State 99999</p> </div>			
<p><b>Customer Information</b></p> <p>Name _____          Daytime _____ Address _____          Evening _____ City _____ State _____ Zip _____</p>	<p><b>Vehicle Information</b></p> <p>Year _____ Model _____          Color _____ Mileage _____          VIN _____</p>		
<p><b>Materials</b></p> <p>_____ _____</p>	<p><b>Customer Concern</b> _____ _____ _____ _____</p>		
	<p><b>Related Service History</b> _____ _____ _____</p>		
	<p><b>Labor Performed</b> _____ _____ _____</p>		
	<p><b>Root Cause of Problem</b> _____ _____ _____</p>	<p><b>Totals</b></p> <p>Materials _____          Labor _____          Misc. _____          Sub Total _____          Tax _____          TOTAL _____</p>	
	<p><b>Customer Authorization</b></p> <p>X _____</p>		