Customer details Name Address

Date: Advert: Contact Number:

**Quoted price:** 

## Customer Signature:

Our Signature:

**Description of work requested by customer:** 

	Condition		To be	
Item	On arrival	On completion	repaired/ serviced/left	Comment
Lights and reflectors				
Electrical wiring, Plugs, etc				
Interior lights (Van)				
Wheels and Tyres				
Spare wheel Jockey wheel				
Coupling head and brake lever assembly				
Brakes (working / not working)				
Brake cables and linkages				
Hub assembly and under gear				
Bodywork Floor Mudguards Prop stands/ steadies				
Tailgate/door: Locks/catches Hinges/Retainers				