**[Company Logo]**

**Repair Order Template**

Order No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Order Requested by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Order Received by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To:

[Name]

[Company Name]

[Address]

[Phone]

[Email]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Status** | **Description** | **Hours** | **Rate** | **Amount** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

 Sub Total

 Taxes

 Other

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Total

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_