

City of Sente II-, New Mexico

FLEET MANAGEMENT REPAIR ORDER

DRIVER:	PHONE:	DATE:		TIRE RE	PLACEMEN	T OR REPAIR
UNIT #:	F.A.#	DEPT:		□1 □ 1	2 🗆	REPAIR REPLACE
BUSINESS UNIT#	ODOMETER:	HOUR	S:			ALIGNMENT BALANCE
	-			□3	4 🗆	AIR ROTATE
REPAIRS NEEDED						
OIL CHANGE (PM)	SIGNALS		SHOCKS			THER SERVICE NSTRUCTIONS:
LUBE	☐ FLASHERS		WIPERS		1 🗆	
TRANS. FILTER KIT	☐ TAIL LIGHTS		HOSES		Y	
TUNE UP	☐ HEAD LIGHTS		BELTS	4		
BRAKES	☐ BRAKE LIGHTS		REAR END	□3 □4	 	
STARTER	SPOTLIGHT		SEAT BELT			
□EXHAUST	☐ EMERGENCY LIGHTS		DOOR			
AIR CONDITIONING	☐ CHARGING SYSTEM		WINDOW			
HEATING / COOLING	BATTERY		STEERING	□7 □8	9 🗆 10 🗀]
	DLEACE		N DETAIL C	BELOW	,	

PLEASE FILL IN DETAILS BELOW

REPAIR	COMMENTS & DETAILS ABOUT THE PROBLEM			
BRAKES	BRAKES ARE MAKING A GRINDING SOUND (sample)			