

Service Drop-off Form

For your convenience and safety, please take a moment to fill out this form. Kindly place this completed service request along with your keys into our secured drop box. We will call you as soon as possible with a complete estimate or when the work is completed.



Today's Date		Date Car Expected		Primary Phone (required)		Secondary Phone (optional)	
Name				E-mail Address (required)			
Street Address (required)							
City				State		Zip	
Year of Vehicle		Model		Color		Mileage	

USE THIS HANDY CHECKLIST

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Oil and Filter Change | <input type="checkbox"/> Rough Running Engine | <input type="checkbox"/> Check Engine Light On | <input type="checkbox"/> Will Not Start (Towed In) |
| <input type="checkbox"/> Scheduled Service | <input type="checkbox"/> Leaking Fluids | <input type="checkbox"/> Exhaust | <input type="checkbox"/> Clutch / Transmission |
| <input type="checkbox"/> Replace Wiper Blades | <input type="checkbox"/> Low Power | <input type="checkbox"/> Air Conditioning | <input type="checkbox"/> Brakes |
| <input type="checkbox"/> Service Transmission | <input type="checkbox"/> Timing Belt Change | | |

Other Work Requested *(please explain)* _____

I hereby grant Jon's Auto LLC and its employees to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing or inspection. In the case of fire, theft, or any other cause beyond our control, Jon's Auto LLC is not responsible for loss or damage to the vehicle, or to articles left in the vehicle. I understand that under Ohio state law, I am entitled to a written or oral estimate if my final bill will exceed \$25.00.*

Please Sign

Date

***Estimate:** You have the right to an estimate if the expected cost of repairs or services will be more than twenty-five dollars.

Initial your choice _____ written estimate _____ oral estimate _____ no estimate

Would you like us to save your old parts?

- Yes (return to me) No (please recycle)

How did you hear about us?

- Flier Referral (name) _____
 Website Other _____

No work can or will be performed without an authorized signature

As always, we thank you for choosing Jon's Auto LLC