Task Title: Automotive Repair Invoice

OALCF Cover Sheet – Learner Copy

Learner Name:_____

Date Started:_____

Date Completed: _____

Successful Completion: Yes ☐   No ☐

Goal Path: Employment ▨   Apprenticeship ▨

Secondary School ☐   Post Secondary ☐   Independence ☐

Task Description: Use an automotive service invoice to calculate costs for repair work.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Interpret documents/A2.2
- Understand and Use Numbers/Manage money/C1.2

Materials Required:

- Pen/pencil and paper and/or digital device
- Calculator or digital device with calculator function (optional)

Learner Information

Automotive service technicians calculate the cost of repair jobs. The total cost of a repair job may include taxes, labour rates, and parts. Look at the "ABC Auto Repair" invoice.

ABC Auto Repair

Notes/Instructions

Customer swerved to avoid a deer and hit a telephone pole. Left front damage. Fix what can be fixed, fabricate some mounts, and get it done in time for the Christmas Party.

Customer Information

Name	John Doe
Address	987 Main Street
City	Anytown, ON
Phone	123-456-7890

Date In	12/16/2022	Date Out	12/19/2022
Make & Model	2019 Ford F150	Mileage	225,000 km

Lube/Oil Change	TransFluid	Tires	Other
No	OK	35/35/35/35	check wiper blades

Hourly Rate
$65.00

Quantity	Part Number	Description	Note	Customer Price	Price Extended	Service/Labour	Hours Worked	Price
1	90995	headlight		$20.34	$20.34	Weld brackets on L F frame for new bumper	3.5	
3	BR-549	front bumper		$719.15	$2,157.45	L F Brake Cyl rebuild	0.4	
2	AWB-20445	wiper blades		$9.85	$19.70	Straighten Frame	8.2	
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00
				$0.00	$0.00			$0.00

Recommendations — $2,197.49

WW res leaks around hose. May be able to fix with JB Weld

	Description		
Waste/Disposed o	Scrap Metal		

						$0.00
					Waste Disposal	$17.00
					Labour Total	
					Parts Total	$2,197.49

Sub out Repairs	Description	Vendor	Note	Vendor Inv #	Date	Customer Price	Price Extended
Body work on fender		S.V.		FZ-10554	12/17/2022	$157.50	$157.50
More fabricating		B.W.			12/18/2022	$105.00	$105.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
					Sub out Total		$262.50

Fuel	$0.00
Sub out Repairs	$262.50
SubTotal	
Tax (HST) 13%	
Grand Total	
Deposit Paid	$0.00
Balance Due	same as Grand Total

Work Sheet

Task 1: On the invoice, highlight, underline or circle the notes/instructions for this job. If doing this task online, write the notes/instructions below.

Answer: No written response required here.

Task completed: Yes: ☐

OR

Answer:

_____

Task 2: Calculate the cost for the repair shop to "weld brackets on L F for new bumper". Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐

_____

Task 3: Calculate the cost for the repair shop to "L F brake Cyl rebuild". Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐

_____

Task 4: Calculate the cost for the repair shop to "Straighten Frame". Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐

_____

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Task 5: Calculate the Labour total. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐

Task 6: Calculate the subtotal for waste disposal, labour total, parts total, fuel, and sub out for repairs. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐

Task 7: Calculate the amount of tax (HST) that will be added to the subtotal. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐

Task 8: Calculate the final total the customer will pay for this repair work. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes: ☐