

Sample invoice for reference only

Your Repair Shop Name

hello@yourshop.com | (555) 123-4567 | 200 Service Rd,
Anytown, CA 90001

INVOICE

Invoice #: 2026-058
Invoice date: July 22, 2026
Due date: August 5, 2026
Service date: July 21, 2026

BILL TO

Sample Customer

sample@example.com | (555) 987-6543
Vehicle: 2018 Honda Accord LX | VIN ending 4821 | Odometer in 84,210 / out 84,212

Description	Qty	Rate	Total
Diagnostic (Brake inspection and road test)	0.5	\$140.00	\$70.00
Front brake pad set (Aftermarket ceramic, taxable)	1	\$92.00	\$92.00
Front rotors (Aftermarket coated, taxable)	2	\$118.00	\$236.00
Initial repair labor (Front pads and rotors)	2.0	\$140.00	\$280.00
Supplies actually used (Hardware kit, brake cleaner, taxable)	1	\$18.00	\$18.00
Added: left caliper (Seized, approved by phone, taxable)	1	\$165.00	\$165.00
Added: repair labor (Caliper replacement)	0.7	\$140.00	\$98.00
Core charge (Caliper core deposit)	1	\$60.00	\$60.00
Core return credit (Old core returned same visit)	1	-\$60.00	-\$60.00
Subtotal			\$959.00
Tax			\$35.77 (7% example, taxable lines only)
Total			\$994.77

PAYMENT TERMS

Net 14. Bank transfer, Zelle, cash, or check. Tax shown is a 7% example on taxable lines only.

NOTES

Est. #EST-2026-058 approved Jul 18 for \$720.22. Added: seized caliper +\$274.55, phone OK, S. Customer, Jul 21 10:42 AM. Declined: rear tires. Warranty: 12 mo / 12,000 mi parts and labor.

Thank you for your business.

Example only. Line item pricing varies by market, job scope, and business. Confirm your own pricing before quoting a client. Confirm your local sales tax rules and rate before adding tax to an invoice.

Automotive Repair Invoice

Blank template. Registration, EPA, tax, and authorization fields apply only where required for your business and jurisdiction.

Shop name: _____	Invoice #: _____
Email / phone: _____	Invoice date: _____
Address: _____	Service date: _____
State repair registration # (if required): _____	Due date: _____
EPA ID # (if applicable): _____	Estimate ref: _____
Customer name / contact: _____	Repair order ref: _____
Vehicle (year / make / model): _____	VIN: _____ Plate: _____
Odometer in: _____	Odometer out: _____
Customer concern: _____	
Technician finding: _____	
Completed correction: _____	

Description	Part # / condition (new, used, reman, aftermarket)	Qty	Rate	Tax (Y/N)	Total

Subtotal: _____	Taxable subtotal: _____	Tax rate: _____
Sales tax: _____	Total due: _____	
Original estimate authorization (signature / date): _____		
Added work authorization (who / channel / date / time): _____		
Recommended and declined work: _____		
Warranty terms (months / miles, parts / labor): _____		
Payment terms and accepted methods: _____		

Taxability of parts, labor, and supplies varies by state. Confirm your state rules before adding tax. Not legal advice.

Repair Transparency Ledger

What changed between the approved estimate and the final invoice?

Status	Work item	Why	Authorization	Invoice effect
Approved	Initial diagnostic and brake repair	Matches original customer concern	Signed estimate, July 18, 2026	\$720.22
Added	Seized caliper replacement	Found after disassembly	Phone approval, S. Customer, July 21 at 10:42 AM	+\$274.55
Added	Caliper core charge	Deposit pending old core return	Included with caliper approval	+\$60.00
Credit	Returned caliper core	Old core returned same visit	Recorded on invoice line	-\$60.00
Declined	Rear tires	Separate safety recommendation	Customer declined	\$0
Warranty	Brake repair coverage	Defines future remedy	Written terms on invoice	\$0

Final invoice = approved estimate + authorized additions + charges – credits

Approved estimate \$720.22, plus authorized caliper addition \$274.55, plus core charge \$60.00, minus core return credit \$60.00, equals final invoice \$994.77.

An original documentation framework, not a legal standard.