

**SAMPLE OF INVOICE WITH EVERYTHING TURNED ON**



**TRANSPARENCY SETTING MAPPING**

**SAMPLE OF INVOICE WITH EVERYTHING TURNED ON**

**tekmetric** SHOP MANAGEMENT SYSTEM

**Demo Shop**  
3200 Walnut Lake Road  
Commerce Township, MI 48390  
248-668-6793  
satish@motorwerksgroup.com  
www.motorwerksgroup.com

**Estimate for RO #25744**  
Service Advisor: Emilie Paucek  
Date Created: 10/18/18  
Diego Bernier  
2008 Mercedes-Benz S550 4Matic

<b>Diego Bernier</b> 21899 Verla Ports Boyerton, FL 35304-7392 Phone: 111-111-1111 Email: diegobernier@mail.test	<b>2008 Mercedes-Benz S550 4Matic</b> VIN: WDDNG86XX8A164873 License: CPN 5362 Color: N/A Mileage In: N/A / Out: N/A	<b>RO #25744</b> Time-In: 01/22/19 at 10:42 AM CST Time-Out: 01/22/19 at 05:21 PM CST Save Parts: Yes
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**Customer concerns:** Diagnose Audio Problems- Mercedes states it needs new amplifier. , Part number 221-870-508-980

**1 - Diagnose Audio Problems** TECH: J Luety

Labor	Hours	Rate	Total
Confirm Faulty Amplifier, Remove & Replace	1.80	\$109.95	\$197.91

Part	Qty	Retail	Total
Amplifier OEM	1	\$1,350.00	\$1,350.00

APPROVE or  DECLINE **Subtotal: \$1,628.91**

**2 - Amplifier R&R** TECH: J Luety

Labor	Hours	Rate	Total
Remove & Replace Amplifier (USED)	1.80	\$109.95	\$197.91

Part	Qty	Retail	Total
Napa Amplifier USED - 23423422-11 6 month warranty	1	\$795.00	\$795.00

Fee	Total
Amplifier Fee	\$19.86

Discount	Total
Coupon - 10% off one service	-\$99.29

✓ Authorized on 10/23/18 at 12:21 PM CDT **Subtotal: \$956.41**

**RO Fees**

Shop Supplies	\$100.00
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**RO Discounts**

Friends & Family Discount	-\$100.00
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**SAMPLE OF NON-ITEMIZED SUBTOTAL**

Total Jobs:	\$2,540.82
Total Fees:	\$119.86
Discounts:	-\$199.29
<b>Subtotal:</b>	<b>-\$79.43</b>
Taxes:	\$124.87
<b>Grand Total:</b>	<b>\$45.44</b>
Paid To Date:	\$0.00
<b>BALANCE DUE:</b>	<b>\$45.44</b>

Adjust Transparency Settings

Control how much information your customers can see on your shop's estimate and invoices. Check the box to show the information and uncheck to hide. Job and sublet titles and totals will always be displayed.

Setting	Estimate	Invoice
<b>LABOR DETAILS</b>		
Show labor description	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show labor hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show labor rate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show labor total	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>PART DETAILS</b>		
Show part name	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show part brand	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show part number	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show part additional details	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show part quantity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show part retail price	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show part line total	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>SUBLETS</b>		
Show sublet work description	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show sublet work line total	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>FEES</b>		
Show itemized job fees	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show itemized RO fees	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DISCOUNTS</b>		
Show itemized job discounts	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show itemized RO discounts	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>RO TOTAL SUMMARY</b>		
Show itemized subtotal for labor, parts & sublets	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DECLINED JOBS</b>		
Show declined jobs	DETAILED PRICING	NONE
<b>ADDITIONAL DETAILS</b>		
Show purpose of visit	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show customer time in	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show customer time out	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show save customer parts	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Show technician on jobs	FIRST INITIAL & LAST NAME	NONE

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Discount	Total
Coupon - 10% off one service	-\$99.29

✓ Authorized on 10/23/18 at 12:21 PM CDT **Subtotal: \$956.41**

**RO Fees**

Shop Supplies	\$100.00
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**RO Discounts**

Friends & Family Discount	-\$100.00
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Total Labor:	\$395.82
Total Parts:	\$2,145.00
Total Fees:	\$119.86
Discounts:	-\$199.29
<b>Subtotal:</b>	<b>\$2,461.39</b>
Taxes:	\$124.87
<b>Grand Total:</b>	<b>\$2,586.26</b>
Paid To Date:	\$0.00
<b>BALANCE DUE:</b>	<b>\$2,586.26</b>

Authorized by \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Authorized by \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

# DECLINED JOBS OPTIONS



# TRANSPARENCY SETTING MAPPING

# SAMPLE OF INVOICE WITH EVERYTHING TURNED OFF

Total Fees: \$0.00  
**Subtotal: \$0.00**  
 Taxes: \$0.00  
**Grand Total: \$0.00**  
 10/10/18 Paid by Credit Card : \$315.00  
**BALANCE DUE: \$-315.00**

Authorized by \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

**Declined Jobs:**

**1 - Alignment, 4 Wheels**

✘ Declined on 10/10/18 at 12:33 PM CDT

**Declined Jobs:**

**1 - Alignment, 4 Wheels**

✘ Declined on 10/10/18 at 12:33 PM CDT

**Subtotal: \$308.78**

**Declined Jobs:**

1 - Alignment, 4 Wheels			
Labor	Hours	Rate	Total
Wheel Alignment Adjust - Four Wheel Alignment	2.40	\$109.95	\$263.88
Part	Qty	Retail	Total
OEM Alignment Camber Adjusting Eccentric - 33303411796 Rear - camshaft	2	\$5.80	\$11.60
OEM Alignment Camber Adjusting Eccentric - 33306784802 Rear - Cam Bolt	2	\$10.92	\$21.84
Fee			Total
Shop Supplies			\$8.92
✘ Declined on 10/10/18 at 12:33 PM CDT			<b>Subtotal: \$308.78</b>

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