



# Automotive Repair Facility "Squawk" Sheet

## Transportation & Parking Operations

### General Information

<b>Name:</b> Last	First	<b>Date:</b>
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<b>Office Phone:</b>	<b>Cell Phone:</b>	<b>Department:</b>
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### Vehicle Information

<b>License Plate:</b>	<b>Mileage:</b>
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**Reason Removed From Service:**  Preventive Maintenance  NYS Inspection

If vehicle is in for Preventive Maintenance or Inspection, indicate below all areas that need attention; please give specific details and comments:

If vehicle is in for other reason(s) than Preventive Maintenance or Inspection, please provide details of problem(s) or issue(s) below:

**Steering:** \_\_\_\_\_  
\_\_\_\_\_

**Brakes:** \_\_\_\_\_  
\_\_\_\_\_

**Lights:** \_\_\_\_\_  
\_\_\_\_\_

**Engine:** \_\_\_\_\_  
\_\_\_\_\_

**Doors / Windows:** \_\_\_\_\_  
\_\_\_\_\_

**Other / Comments:** \_\_\_\_\_  
\_\_\_\_\_