

Dents & Dings Checklist

Customer : _____ Due Date: _____ Technician: _____

Year

Make

Model

Color

Check list before repair by Dents & Dings technician.

Yes No

Are drilled holes allowed? Answer is no if repair is for Body Shop or Insurance company.

Is there damage to outside of vehicle that needs to be noted? _____

Is there damage or missing parts inside of vehicle that needs to be noted? _____

Do all lights work inside and outside of vehicle? No? _____

Do all windows including sunroof work properly? No? _____

Does inside of vehicle have any stains or is it dirty ? _____

Does any of this information need to be discussed with customer, If yes then make notes and document day and time and person talked to. _____

Check list for Dents & Dings technician after repair.

Do all lights work? No, why? _____

Are rubber boots from wiring harnesses in place, seals put back in place?

Are all holes and scratches touched up or corrosion protected and plugged?

Is head liner and rest of interior clean of any dirt, grease finger prints caused by us?

Are all interior pieces in place and stable and installed correctly? No, why? _____

Any damaged parts during R&I that customer needs to be aware of?
Yes, what? _____

Any paint damage during repair that customer needs to be aware of?
Yes, where? _____

Any panels not fixable? Why? _____

**** Reinspection by another person other than technician. ****

Any parts on vehicle missing, damaged or not installed properly due to our repair? Where and why? _____

Have all panels repaired been reinspected for missed dents by person other than technician doing repair. No, Why? _____

Reinspected by: _____