

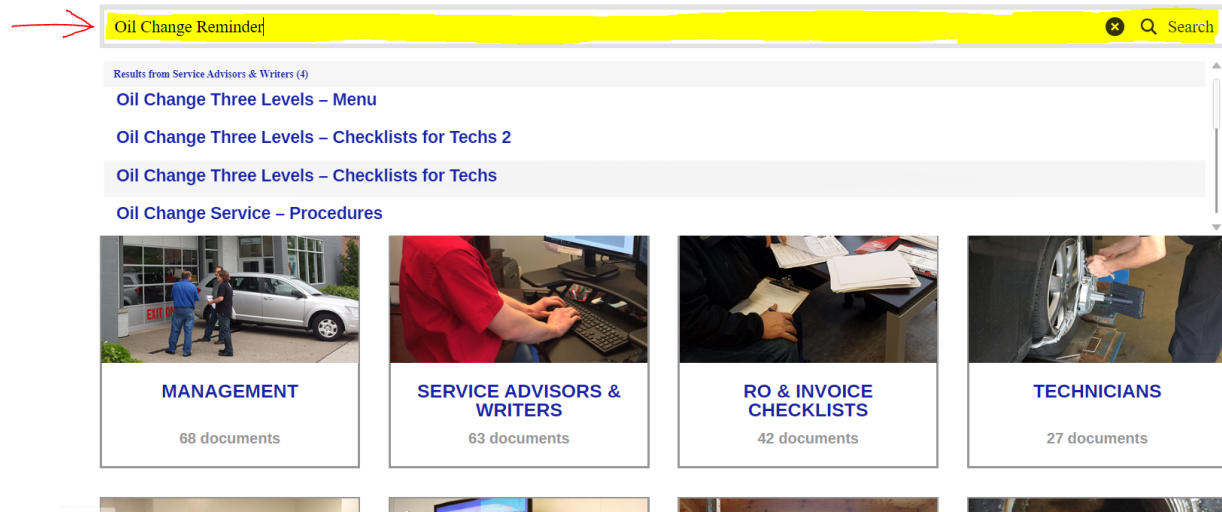
Editing a PDF Document to personalize it to your needs (Premium Membership Required to access documents)

Go to Documents: <https://www.automotivemanagementnetwork.com/documents/>

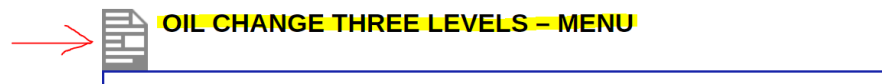
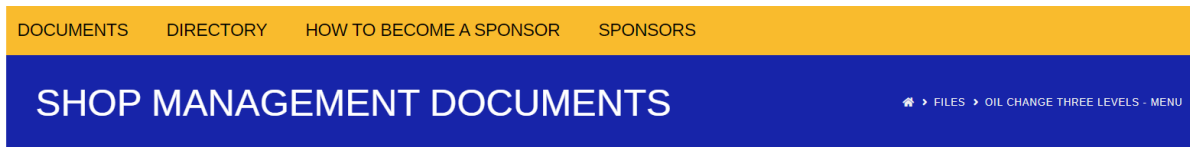
Select one of the categories you want to search, or you may search them all.



More than 250 checklists, forms, procedures and policies for managing your shop. Instead of starting from scratch with something you want to create, start with one of these documents and fine tune it to your liking – a huge time saver. We add new material regularly. To see which documents are included, click on each of the 12 boxes to see the document titles in each category. [Click here to see some free example documents.](#)



Select the one you want.



Click on the title to open the PDF file.

OIL CHANGE THREE LEVELS MENU

All Oil Changes include Major Brand Premium Oil and Oil Filter

PREMIUM: Premium Oil SXX Mobil 1 Synthetic SXX

Includes:

- Lubricate steering linkage & suspension fittings, and door hinges.
- Adjust tire pressures.
- Fill washer solvent
- Inspect levels, coolant and transmission fluids.
- Inspect levels of power steering, brake and drive line fluids
- Inspect exterior lights and wiper blades.
- Inspect belts, hoses, radiator, battery terminals.
- Inspect air filter and PCV valve.
- Test battery condition
- *Test coolant protection and PH
- *Test brake fluid boiling point.
- *Inspect exhaust, CV boots, brake hoses.
- *Inspect tie rods, struts, shock absorbers, sway bars.
- *Inspect for fluid leakage.

STANDARD: Premium Oil SXX Mobil 1 Synthetic SXX

Includes:

- Lubricate steering linkage & suspension fittings, and door hinges.
- Adjust tire pressures.
- Fill washer solvent
- Inspect levels, coolant and transmission fluids.
- *Inspect levels of power steering, brake and drive line fluids
- *Inspect exterior lights and wiper blades.
- *Inspect belts & hoses, radiator, battery terminals.
- *Inspect air filter and PCV valve.
- *Test battery condition.

BASIC: Premium Oil SXX Mobil 1 Synthetic SXX

Includes:

- Lubricate steering linkage & suspension fittings, and door hinges.
- Adjust tire pressures.
- Fill washer solvent
- Inspect levels, coolant and transmission fluids.

(Details and prices apply to most cars and light trucks)

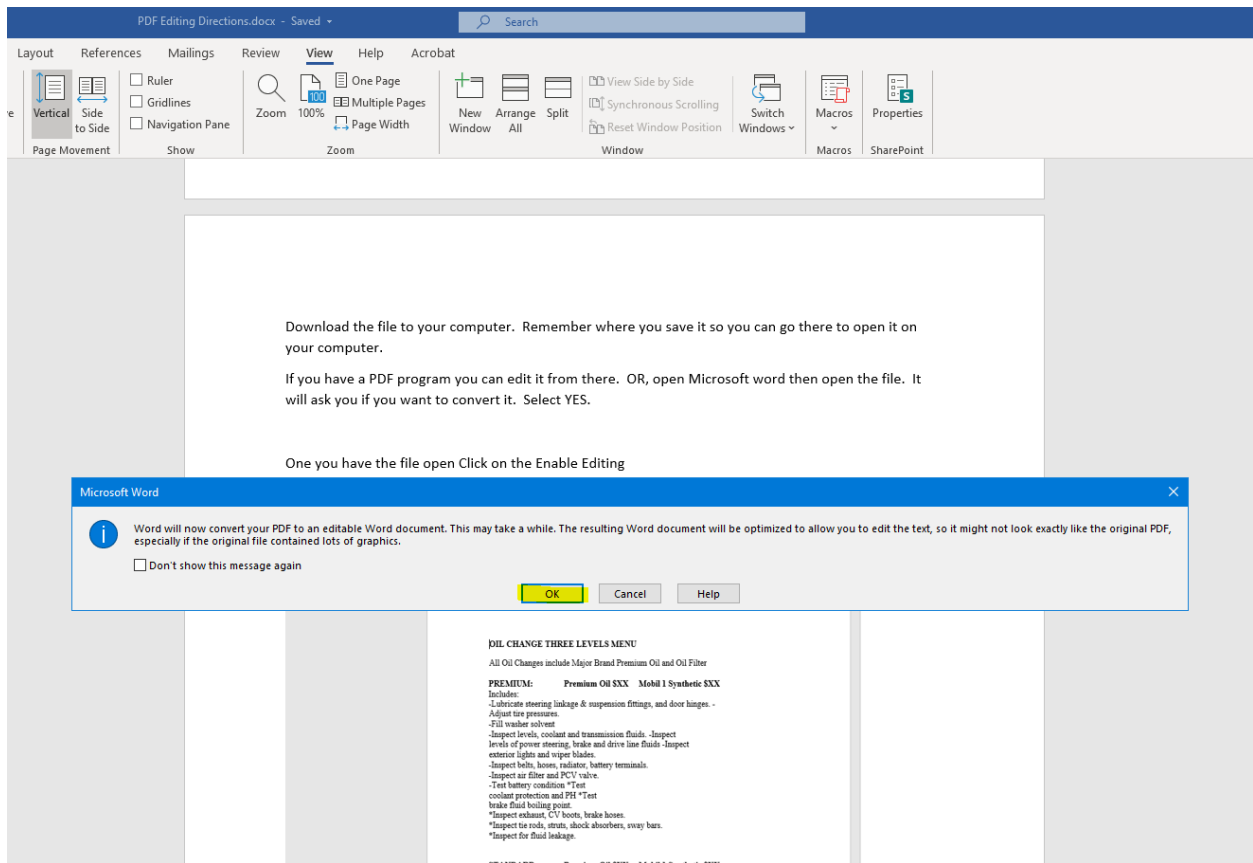
Download the file to your computer. Remember where you save it so you can go there to open it on your computer.

If you have a PDF program you can edit it from there. Or, open Microsoft Word then open the file.

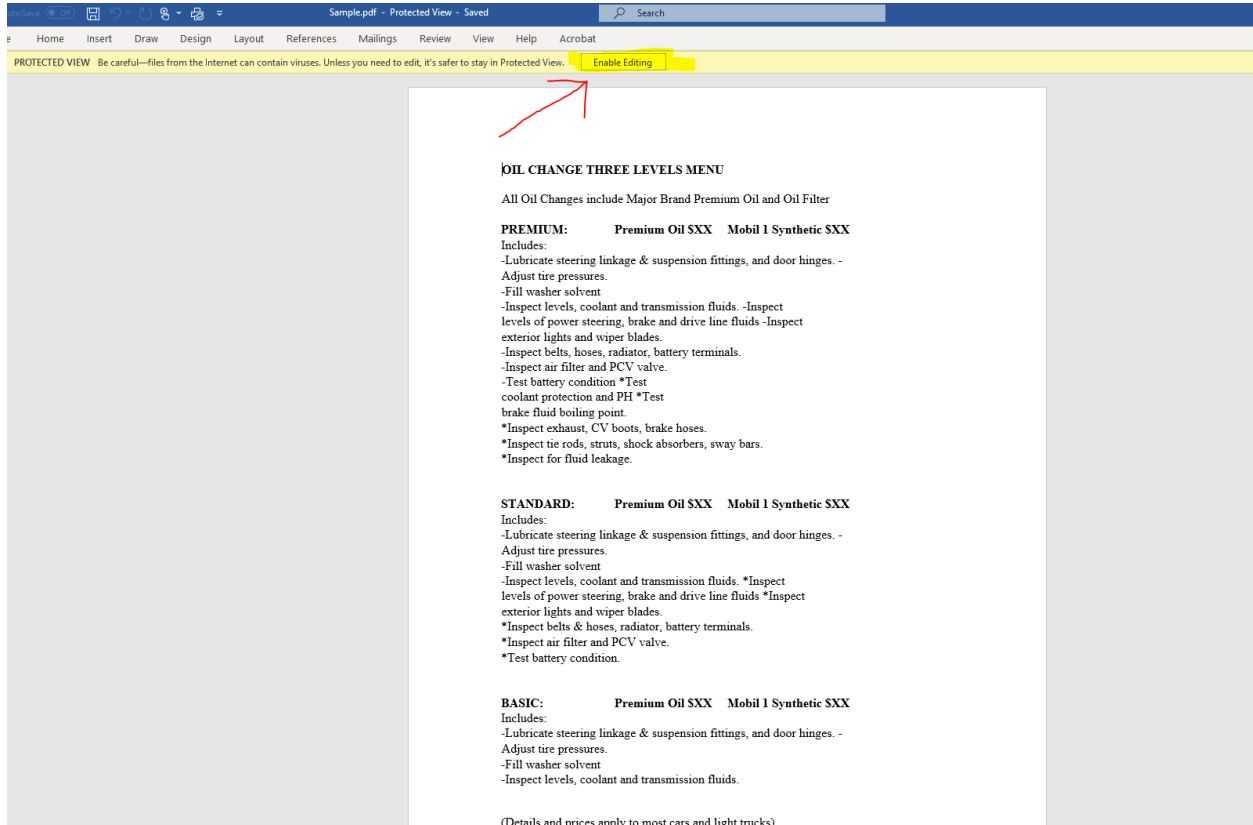
Click on the OPEN icon at the left.

Select the area where you saved the document.

Use the search box to locate the document. Open it. It will ask you if you want to convert it. Select OK.



Once you have the file open, click on the Enable Editing. It will ask you again if you want to convert it. Select OK.



Make whatever changes you want to your document then SAVE. You now have a document customized to fit your needs. I deleted the BASIC and I changed some of the text to red. The changes are endless. Make the forms or documents work for your shop.

766e184b95aca.pdf Search

Mailings Review View Help Acrobat

Paragraph Styles

SAMPLE OIL CHANGE EDITED MENU -

All Oil Changes include Major Brand Premium Oil and Oil Filter

PREMIUM: Premium Oil \$99 Mobil 1 Synthetic \$159
Includes:
-Lubricate steering linkage & suspension fittings, and door hinges. -Adjust tire pressures.
-Fill washer solvent
-Inspect levels, coolant and transmission fluids. -Inspect levels of power steering, brake and drive line fluids -Inspect exterior lights and wiper blades.
-Inspect belts, hoses, radiator, battery terminals.
-Inspect air filter and PCV valve. -Test battery condition *Test coolant protection and PH *Test brake fluid boiling point.
***Inspect exhaust, CV boots, brake hoses.**
***Inspect tie rods, struts, shock absorbers, sway bars.**
***Inspect for fluid leakage.**

STANDARD: Premium Oil \$XX Mobil 1 Synthetic \$XX
Includes:
-Lubricate steering linkage & suspension fittings, and door hinges. -Adjust tire pressures.
-Fill washer solvent
-Inspect levels, coolant and transmission fluids. *Inspect levels of power steering, brake and drive line fluids *Inspect exterior lights and wiper blades.
***Inspect belts & hoses, radiator, battery terminals.**
***Inspect air filter and PCV valve.**
***Test battery condition.**

Copyright © 2003 - 2019 Automotive Management Network