Work Sheet
For Proposed
Purchase Contract

Sheet's No. _____
Date _____
Source _____

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____ PHONE _____

New ☐ Used ☐ Demo ☐ Cash ☐ Bank ☐ Other ☐ Lease | Approx. Del Date | F.O.B. Fac.

YEAR	CYL.	MAKE	MODEL	TYPE	VIN

Delivered Price	Appr. Bal.	Trade Allow.	Lic. Allow.

A SALE PRICE

ACCESSORIES		
MOTOR VEHICLE & ACCESSORIES	$	
DOCUMENTARY FEE (NOT A GOVERNMENTAL FEE)	$	
SALES TAX	$	
SMOG CERT.	$	
LIC. FEE	$	
TOTAL	$	

B TRADE-IN

New ☐ Used ☐ Demo ☐ Cash ☐ Bank ☐ Other ☐ Lease | Approx. Bal Owing | F.O.B. Fac.

YEAR	CYL.	MAKE	MODEL	TYPE	VIN

Delivered Price	Appr. Bal.	Trade Allow.	Lic. Allow.

PAYOFF $	SPOKE TO
PAYOFF TO	GOOD TILL
ADDRESS	HOW PAID

Trade-In Allowance $

C CASH

$ _____ DOWN $ _____ BALANCE PAYABLE AT

D PAYMENTS

$ _____

SALESPERSON: _____ (Print Name)

SALES MANAGER: _____ OK _____

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