



# MYCOOPERGARAGE.COM

## SERVICE

8360 MIRAMAR PL. #A, SAN DIEGO, CA 92121  
PHONE: (858) 688-9999

#

ATTACHMENT:  
BAR#: ARD272694

**2**

NAME (Mr., Mrs., Ms., etc.)			DATE		
ADDRESS				APT.#	CITY
STATE	ZIP CODE	PHONE			
EMAIL	MAKE MINI COOPER	MODEL	<input type="checkbox"/> R55 CLUBMAN/S	<input type="checkbox"/> R56 COUPE	<input type="checkbox"/> R57 CONVERTIBLE
			<input type="checkbox"/> R59 ROADSTER	<input type="checkbox"/> R60 COUNTRYMAN	
LICENSE PLATE	COLOR	YEAR	<input type="checkbox"/> 07	<input type="checkbox"/> 08	<input type="checkbox"/> 09
			<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input type="checkbox"/> 12
			<input type="checkbox"/> 13	<input type="checkbox"/> 14	MILEAGE
VIN NUMBER					INSPECTED BY

This checklist is personalized for My Cooper Garage customers and is recommended every 3 YEAR OR 30,000 MILE INTERVALS (whichever comes first). All services will be performed according to My Cooper Garage standards and procedures. No exceptions to the policy.

## 2007 - 14

1. **Remove & Replace:** (2) Front & (1) Rear wiper blades.\* Adjust and clean windshield washer sprinklers .....
2. **Remove & Replace:** Spark Plugs .....
3. **Remove & Replace:** Mini Cooper Chrome Key Trim .....
4. **Remove & Replace:** Engine Oil (LL01 Certified Oil) & Oil Filter, Replace drain plug and washer .....
5. **Remove & Replace:** Air Filter & Clean Air Box .....
6. **Remove & Replace:** Cabin Filter & Clean Air Ducks .....
7. **Remove & Replace:** Engine Drive Belt and Inspect Tensioner and Idler Pulley .....
8. **Remove & Replace:** Transmission Service: Fluid, Gasket, and Filter .....
9. **Remove & Replace:** Engine Coolant Thermostat .....
10. **Remove & Replace:** Brake Fluid (Dot 4) .....
11. **PERFORM:** Throttle Body Cleaning .....
12. **PERFORM:** Balance and Rotate All Tires .....
13. **PERFORM:** 4 Wheel Alignment .....
14. **PERFORM:** Air Conditioning Service .....
- Temp. Before \_\_\_\_\_ Temp. After \_\_\_\_\_ Amount recovered out of system \_\_\_\_\_ Amount recharged \_\_\_\_\_ A/C oil used \_\_\_\_\_
15. **PERFORM:** Cooling system service (Drain coolant, flush radiator, drain & refill entire coolant system with Blue Mini coolant, free of any contaminants. Only Blue Mini coolant is used.) .....
16. **PERFORM:** Engine Intake Cleaning (Helps remove deposits left around engine valves deposited from poor gas.) .....
17. **PERFORM:** Fuel Injection Cleaning.....
18. **CLEANING AND LUBRICATION:** Sunroof Tracks\* / Convertible Top\* .....
19. **CLEANING AND LUBRICATION:** Door Hinges, Trunk, Latches and Hood Hinges .....
20. **INSPECT:** Power Steering .....
21. **INSPECT:** Body & interior for missing, loose or detached parts (Will recommend replacing as necessary) .....
22. **INSPECT:** Exhaust system for leaks, damage and loose parts .....
23. **INSPECT:** Turbo\* for leaks / damage .....
24. **INSPECT:** Heating and Air Conditioner Operation .....
25. **INSPECT:** All Instrumental Gauge Operation & Readings .....
26. **INSPECT:** Axles, driveshaft and CV joints/boots .....
27. **INSPECT:** For any leaks, including engine & Transmission oil, coolant, power steering, expansion tank etc.& advice accordingly....
28. **INSPECT:** All lighting; external, internal and replace as necessary. All lights should be functioning properly. Xenon bulbs will be charged extra if replacement is required .....
29. **INSPECT:** Power window operation, lock actuators, security system and key function .....
30. **INSPECT:** Seat belts, air bags, safety components and glove box operations .....
31. **INSPECT:** Rims/wheels for any damage / cracks and scuffing .....
32. **INSPECT:** Windshield washer fluid and operation of sprinkler nozzles .....
33. **INSPECT:** Horn operation .....

34. **INSPECT: Brakes**  Pass  Fail Note: \_\_\_\_\_   
**BRAKE NOTE:** If the brake light sensors goes on, rotors, pad and sensors must be changed at the same time. Rotors **will not be** machined under any circumstances.
35. **INSPECT: Spare tire condition & adjust pressure if needed\*** .....
36. **STEAM CLEAN & LUBE:** Steam clean engine and lube, clay, buff & polish exterior/buff and clean light, vinyl & leather treatment for interior with UV plus, shampoo carpets & clean headliner, polish rims and tires and vinyl dressing for exterior molding, clean all windows including sunroof glass .....
37. **RESET:** Service reminder/interval light, commonly known as Sii .....
38. **RESET:** Adaptation .....
39. **TOP OFF:** All fluid level as necessary .....
40. **WARNING LIGHTS:** If vehicle has air bag, check engine, traction control, ABS or any other warning lights trigged, My Cooper Garage will inspect and make recommendations. As a courtesy to the customer, if My Cooper Garage resets any warning light, it does not commit to a permanent fix in verbal, written, or implied. My Cooper Garage does not guarantee the problem will be fixed by resetting the light. Light will very likely trigger again and repair will have to be performed at an additional cost to the customer...
41. **TIRE CONDITIONS:** FRONT 0% \_\_\_\_\_ 100% REAR 0% \_\_\_\_\_ 100% Tire PSI 38 - 40 .....
42. **BATTERY TEST:**  Pass  Fail **Terminals:**  Pass  Fail **Cables:**  Pass  Fail Note: \_\_\_\_\_
43. **ROAD TEST:** Customer vehicles will be operated approximately 2 to 5 miles for test purposes by technician .....
44. **LOANER CAR:** Customer will be provided with a rental car at \$30 maximum for 24 hours ONLY\* .....

**Please Note:**

**Parts Removed:** All parts removed from customer's vehicle will be returned to the customer upon completion for job. Customer has the option of disposing or retaining old parts. Fluids will not be saved or returned due to the hazardous waster laws of the county. If there are any core deposit charges and customer decides to keep core, customer will be responsible for the cost of the core.

**License Plate Frames:** Install front and rear My Cooper Garage plate frames. Old frames will be removed and place in customer's trunk. This will provide customer for life time free Diagnostic, free loaner vehicle, with all over night services, VIP no wait, courtesy top and inspection of vehicle Pit Stop, and courtesy refreshments.

**NOTE:** \* = IF APPLICABLE \*\* = AS NEEDED

**FOR OFFICE USE ONLY**

**PARTS LIST FOR FULL SERVICE**

★	#	PART NUMBER / DESCRIPTION	QTY	PRICE	
	1	17 13 7 823 626 Coolant : Expansion Tank (Plastic)	1	71	86
	2	17 11 7 639 024 Coolant : Expansion Tank Cap	1	20	22
	3	82 14 0 031 133 Coolant : Antifreeze Blue (1 Gallon)	1	24	98
	4	11 28 7 566 789 Drive Belt: A/C Alternator, Water Pump 6K X 906	1	32	04
	5	12 12 0 035 531 Spark Plugs "High Power" (\$23.83 x 4)	1	95	32
	6	61 61 0 028 137 Wiper Blade Set - 18"/19" (VALEO - Front)	1	37	05
	7	61 62 2 754 285 Wiper Blade Set (VALEO - Rear)*	1	22	02
	8	188058 Engine Oil: Long Life 0-40 Synthetic or comparable (~4.5 Quart)**	1	55	75
	9	11 42 7 622 446 Engine Oil Filter Kit	1	13	61
	10	13 71 7 568 728 Air Filter	1	22	80
	11	64 31 9 127 515 Cabin Air Filter	1	37	43
	12	05078 Throttle Body Cleaner	1	7	10

★ #	PART NUMBER / DESCRIPTION	QTY	PRICE	
13 or	24 34 7 566 358 Auto Transmission Filter* **			
	24 11 7 566 356 Auto Transmission Pan Gasket* **			
	83 22 2 220 438 Auto Transmission Fluid* **			
	83 22 2 339 223 Manual Transmission Fluid* **	1	250	00
14	2007 Liqui Moly Jectron Fuel Injection Cleaner (300 ml. Can)	1	7	65
15	05319 Intake Valve Cleaner	1	21	72
16	55 6984 010 A/C Refrigerant R134a (~1.1 lb)**	1	50	00
17	MT3120 A/C System Lubricant Additive (~1.0 oz. Bottle)**	1	8	66
18	81 22 0 142 156 Brake Fluid: DOT 4 Low Viscosity PENTOSIN**	1	12	32
19	V60-0147 Washer Fluid Concentrate - Windshield/Headlight**	1	10	00
20	61 31 3 456 374 Mini Cooper Chrome Key Ring**	1	23	95
21	11 53 7 534 521 Thermostat with Housing and Gasket (105 deg. C)	1	121	51
		<b>LABOR TOTAL</b>		<b>PARTS TOTAL</b>
<b>FULL SERVICE</b> (3 years or 30,000 miles whichever comes first)		1000	00	945 99

**NOTE**

**SERVICE AND REPAIR AUTHORIZATION**

I, the owner, hereby authorize My Cooper Garage to perform the above repairs and supply the necessary parts or materials. I understand any cost quoted is an estimate only. My Cooper Garage employees may operate my vehicle for inspection, testing, or delivery at my own risk. My Cooper Garage will not be responsible for loss or damage to said vehicle or articles left in it. My Cooper Garage will not be held responsible in the delay of shipping of parts and understand some jobs must be sublet. I agree to pay a reasonable storage fee on vehicles left more than 24 hours, after notification of completed repairs and understand that payment is due in full before said vehicle is released back to the owner. I AGREE THAT THE VEHICLE MAY BE SOLD AS PROVIDED BY LAW. In the event a lawyer is retained to foreclose on this lien or to bring suit for collection of any sums due. I agree to pay costs of collection and reasonable attorney fees. NOTE: Only work honored is what is stated on this invoice. No coupons or verbal agreements are honored, unless listed below.

X \_\_\_\_\_ Date \_\_\_\_\_  
Customer Signature

<b>NO PERSONAL CHECKS</b>	TOTAL LABOR	
	SUBTOTAL PARTS	
<b>WARRANTY POLICY</b> 1 YEAR OR 12,000 MILES PARTS & LABOR "Which ever comes first policy" All guarantees are only taken care of on these premises. We are not responsible for towing or incidental expenses. <b>NO EXCEPTIONS UNDER ANY CIRCUMSTANCES</b>	TOXIC WASTE CHARGE	
	SUBLET REPAIRS	
	TOW FEE	
	STORAGE FEE	
	SALES TAX	
	<b>TOTAL</b>	