

User Manual_v1.0 (Customer)

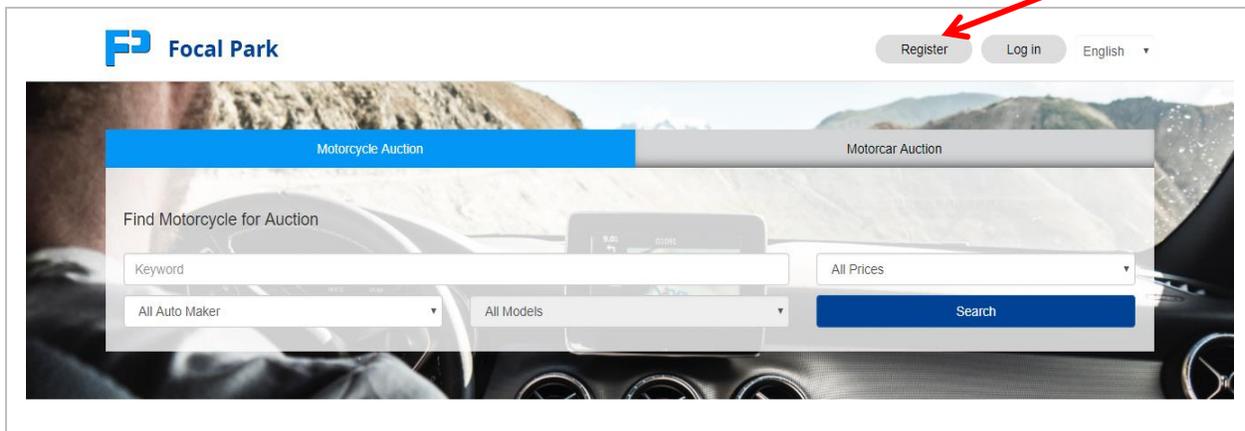
Focal Park Sdn. Bhd.

Table of Contents

1.0	Member Registration	2
2.0	Login.....	4
3.0	Landing Page.....	6
4.0	General Function	7
4.1	Header	7
4.2	Search.....	7
4.3	Event Calendar.....	8
4.4	Feature Vehicles.....	9
4.5	Our Partners	9
4.6	Footer	9
5.0	My Account	11
5.1	Customer Info	11
5.2	Change Password.....	12
5.3	My Token Wallet.....	12
5.4	Bid Winning History.....	13
6.0	Top Up.....	13
6.1	Top up Token History	14
7.0	Event Calendar / Bid Calendar.....	14
8.0	Bid.....	17
	Appendix.....	19

1.0 Member Registration

1. Official website URL : <http://www.focalpark.com.my>
2. Customer require to perform member registration before proceed to bidding



* User allowed to change preference language

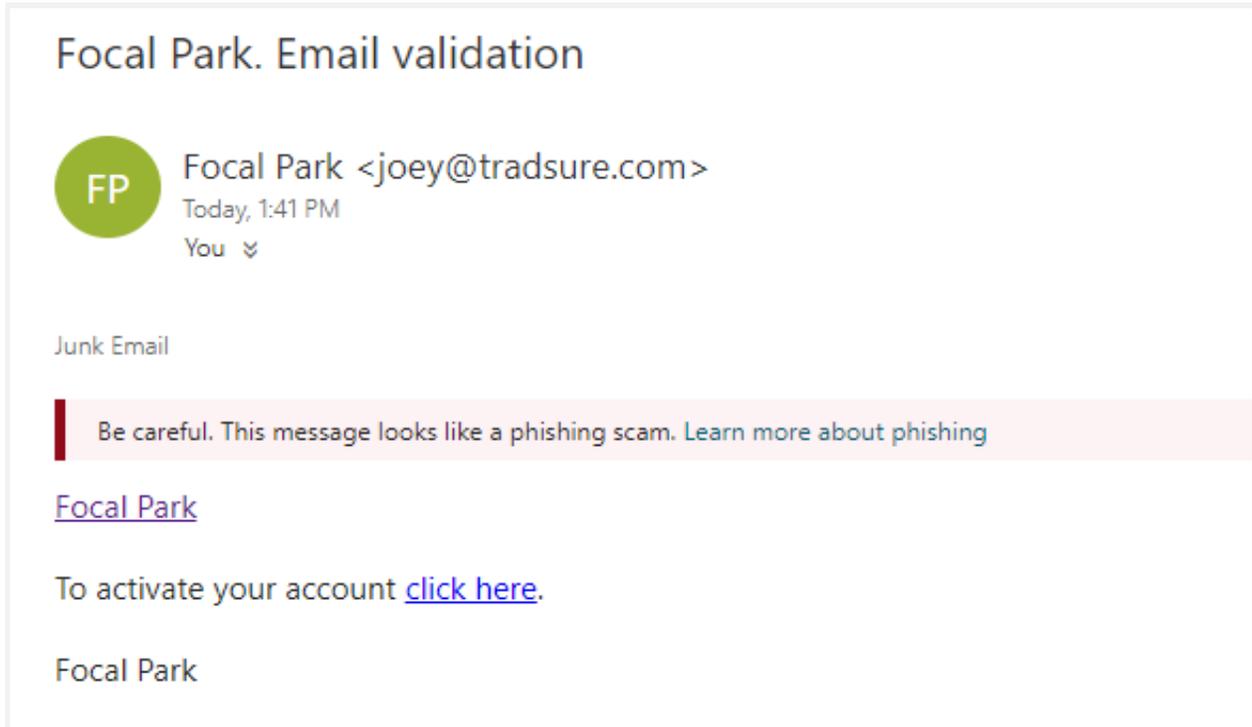
3. Registration page

A screenshot of the Focal Park registration page. The page is titled 'REGISTER' and contains a form with the following fields: First name, Last name, Gender (radio buttons for Male and Female), Phone, Fax, Email, Username, Password, Confirm password, Company name, Company No, IC, Street address, Street address 2, Zip / postal code, Country (dropdown), State / province (dropdown), and City. Below the form is a checkbox labeled 'I accept Terms and Conditions read' with a red arrow pointing to the 'read' link. Below the checkbox is a 'REGISTER' button with a red arrow pointing to it.

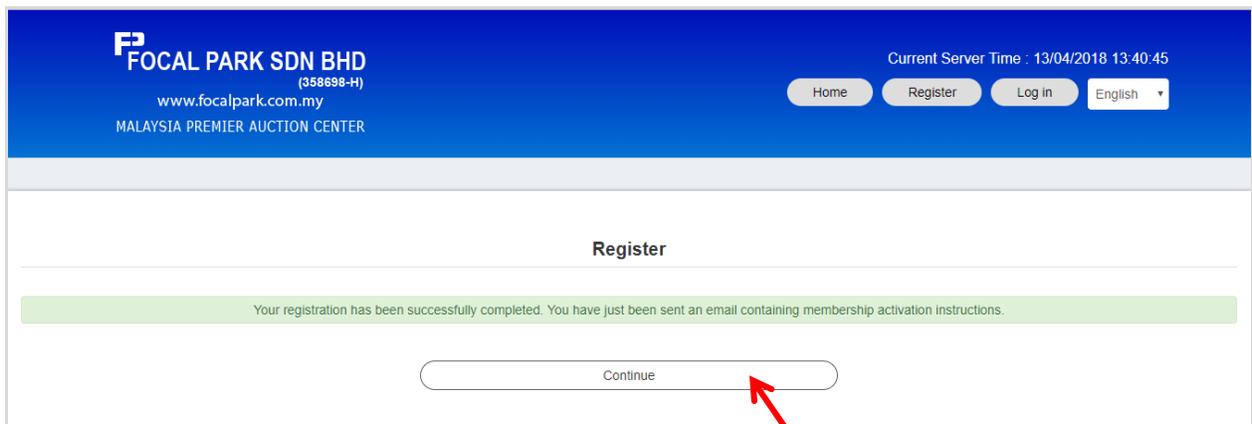
4. Customer must key in all the information, check to accept term and condition then select “register” to complete registration.

5. Registration personnel include customer personal account and company used account (used car company)
6. Upon registration success, customer must agree to term and condition
7. Customer able to understand all the term and condition by click on “read”
8. Activation email will send to registered email once the registration form submit

* customer need to check on 'inbox' and also 'junk'



9. Click “continue” navigate to home page to proceed Login. **Please refer 2.0 for login details explanation**



2.0 Login

1. User have to insert Username and password, then select 'Log in'

Username : Customer

Password : testing123

REGISTER →

USERNAME

PASSWORD

Remember me? [Forgot password?](#)

LOG IN

2. Select 'Remember me?' to save user name and password for next login
3. Select 'Forgot Password' to make password recovery.
 - (a) Insert email address and select 'Recover'

Password recovery

Please enter your email address below. You will receive a link to reset your password.

XXX@gmail.com

Recover

- (b) Check email and click the link to reset password
- (c) Proceed to login if successfully change the password
- (d) After successful login, system will navigate to landing page. **Refer 3.0 for landing page explanation**

Focal Park. Password recovery



Focal Park <joey@tradsure.com>

Today, 2:18 PM

You ▾

Inbox

Be careful. This message looks like a phishing scam. [Learn more about phishing](#)

[Focal Park](#)

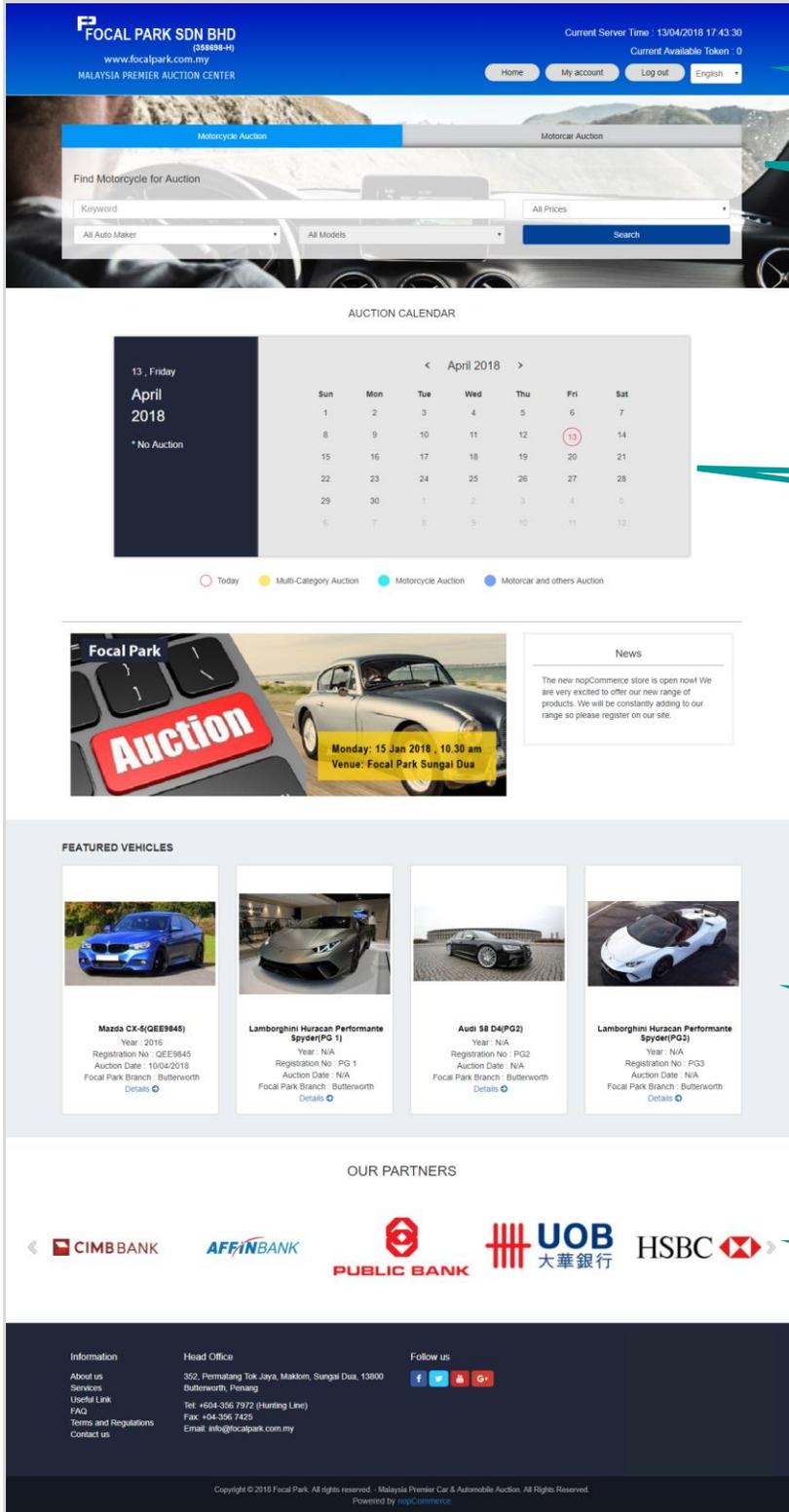
To change your password [click here.](#) ←

Focal Park

Password recovery

Recover

3.0 Landing Page



Header

Search

Event Calendar

Featured Vehicles

Partner

Footer

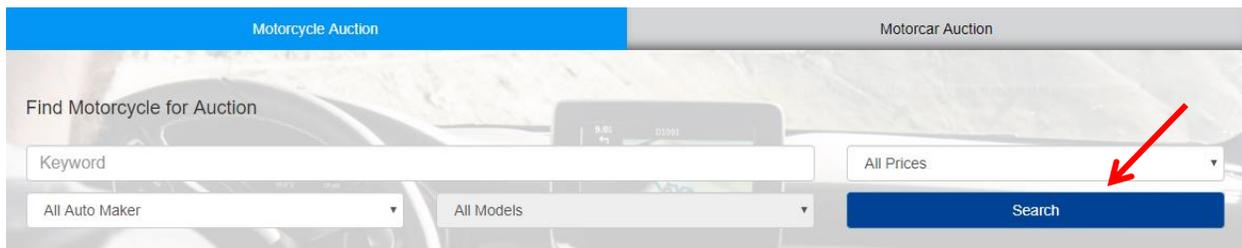
4.0 General Function



4.1 Header

1. Company logo
2. Current Server Date Time → to show user on the e-bidding date & time. E-Bidding will start by follow this date time given
3. Current available token → display customer on hand token for e-bidding
4. Home → Click on this button will navigate to system landing page
5. My Account → Select this button will navigate user to personal profile. **Refer 5.0 for more explanation**
6. Log out → click this button will exit from system
7. Language → User may change preference language in this option. Current system default to English and Chinese

4.2 Search



- User may search vehicle auction by vehicle category
 - (a) Motorcycle
 - (b) Motorcar
- Filter result by specific condition as below :
 - (a) By keyword
 - (b) By automaker
 - (c) By price range
- Steps to search :-
 - (a) Select vehicle category (example: motorcar)
 - (b) Specify condition (example: keyword = 'lamborghini')
 - (c) Click 'search' to submit
- System will navigate to product listing as below if found match result

SEARCH

Sort by: Position | Display: 5 per page | View as:  



Lamborghini Huracan Performante Spyder(PG3)
 Year : N/A
 Registration No : PG3
 Auction Date : N/A
 Focal Park Branch : Butterworth
[Details](#)



Lamborghini Huracan Performante Spyder(PG 1)
 Year : N/A
 Registration No : PG 1
 Auction Date : N/A
 Focal Park Branch : Butterworth
[Details](#)

4.3 Event Calendar

AUCTION CALENDAR

13 , Friday

April

2018

* No Auction

< April 2018 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

○ Today
 ● Multi-Category Auction
 ● Motorcycle Auction
 ● Motorcar and others Auction

- Customer able to check auction calendar by this option
- Calendar will display only current date auction and future date auction
- No history of auction will be display

- Event calendar will mark the auction by different color based on type of calendar create by focal park

4.4 Feature Vehicles

FEATURED VEHICLES

 <p>Mazda CX-5(QEE9845) Year : 2016 Registration No : QEE9845 Auction Date : 10/04/2018 Focal Park Branch : Butterworth Details</p>	 <p>Lamborghini Huracan Performante Spyder(PG 1) Year : N/A Registration No : PG 1 Auction Date : 13/04/2018 Focal Park Branch : Butterworth Details</p>	 <p>Audi S8 D4(PG2) Year : N/A Registration No : PG2 Auction Date : N/A Focal Park Branch : Butterworth Details</p>	 <p>Lamborghini Huracan Performante Spyder(PG3) Year : N/A Registration No : PG3 Auction Date : N/A Focal Park Branch : Butterworth Details</p>
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- Display top feature product
- Customer allowed to click on car name or 'details' to view more car information
- Feature product display will be based on system setting

4.5 Our Partners

OUR PARTNERS

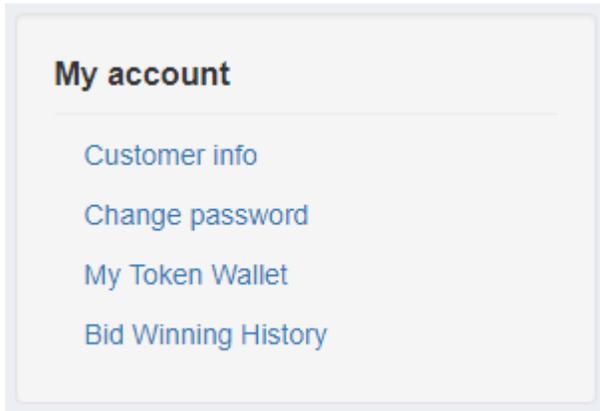
- Display partnership company
- Click on those logo will redirect to new page

4.6 Footer

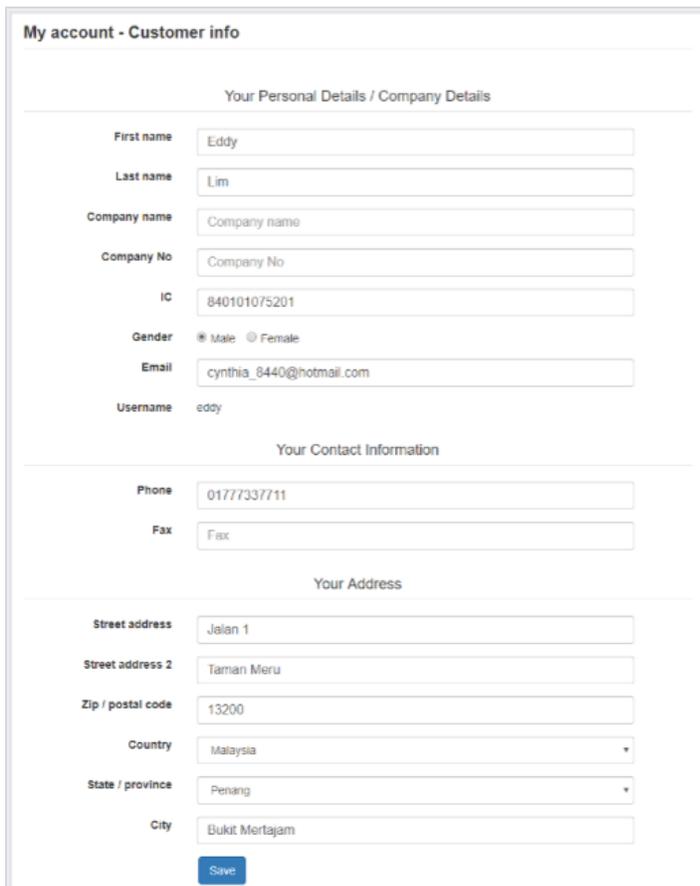
Information About us Services Useful Link FAQ Terms and Regulations Contact us	Head Office 352, Permatang Tok Jaya, Maklom, Sungai Dua, 13800 Butterworth, Penang Tel: +604-356 7972 (Hunting Line) Fax: +04-356 7425 Email: info@focalpark.com.my	Follow us    
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- Information based
 - (i) About Us
 - ✚ Display company profile and company background
 - (ii) Services
 - ✚ List of services provided by company
 - (iii) Useful Link
 - ✚ Display link that may require by customer
 - (iv) FAQ
 - ✚ Simple user manual to guide customer on how to handle this system
 - ✚ Download document for references
 - (v) Terms and regulations
 - ✚ Listed all the terms and regulation for e-bidding transaction
 - ✚ Stated deposit structured for auction
 - (vi) Contact Us
 - ✚ Customer fill in all the enquiry and submit to system admin by email
- 'Head office' indicate the main office address, phone and email for user to contact
- 'Follow us' → click on those logo will link to social network page

5.0 My Account



5.1 Customer Info



The screenshot shows the 'My account - Customer info' form. It is divided into three sections: 'Your Personal Details / Company Details', 'Your Contact Information', and 'Your Address'. The 'Your Personal Details / Company Details' section includes fields for First name (Eddy), Last name (Lim), Company name, Company No, IC (840101075201), Gender (Male selected), Email (cynthia_8440@hotmail.com), and Username (eddy). The 'Your Contact Information' section includes Phone (01777337711) and Fax. The 'Your Address' section includes Street address (Jalan 1), Street address 2 (Taman Meru), Zip / postal code (13200), Country (Malaysia), State / province (Penang), and City (Bukit Mertajam). A 'Save' button is located at the bottom of the form.

- Customer authorized to make personal information amendment
- After change the information , select 'save' to complete the process
- All information are allowed to change except 'username'

5.2 Change Password

My account - Change password

Old password

New password

Confirm password

[Change password](#)

- Customer should perform all password change here is able to login system. If unable to log into account the please proceed to 'forgot password'
- Steps :
 - (i) Fill in old password
 - (ii) Fill in New password
 - (iii) Entry new password again to confirm password
 - (iv) Click 'change password' to submit the request
- New password take place immediately after submission request success
- Customer require to use new password to log into system

5.3 My Token Wallet

My account - My Token Wallet

Your current balance is **20000** token amount.

[Top Up](#) [Top Up Token History](#)

- Customer should be able to view current balance token
- If insufficient token for e-bidding, please proceed to 'top up'. Refer 6.0 for more details
- All transaction history will be store by system. Refer 6.1 for more details

5.4 Bid Winning History

My account - Bid Winning History

There is no bid winning history yet

- Customer should be able to check all bid winning vehicle
- All bid winning history will be display in a list in descending order

6.0 Top Up

My account - Top Up Token

RM1 per Token

Payment Reference No *

Payment Receipt No file chosen *
File size must be less than 4MB. Allowed file type: PNG, JPG, JPEG

Token Amount *

- New system take place for e-bidding will be first check on available token for every customer
- Hence, sufficient token is a preliminary terms that should be fulfil before bidding start
- Information require
 - (i) Payment reference no → bank in reference number for admin to verify
 - (ii) Payment Receipt → Bank receipt attachment
 - (iii) Token Amount → Reload or bank in Amount

**** All information is compulsory to be fill in**
- After complete all information , click ' confirm' to submit request
- Request submitted require Focal park to make approval and credit adjustment

My account - Top Up Token History

No.	Notification	Created On
1	Top Up Request has been sent. Please wait for admin approval.	4/17/2018 6:21:15 PM
2		4/13/2018 6:37:38 PM

6.1 Top up Token History

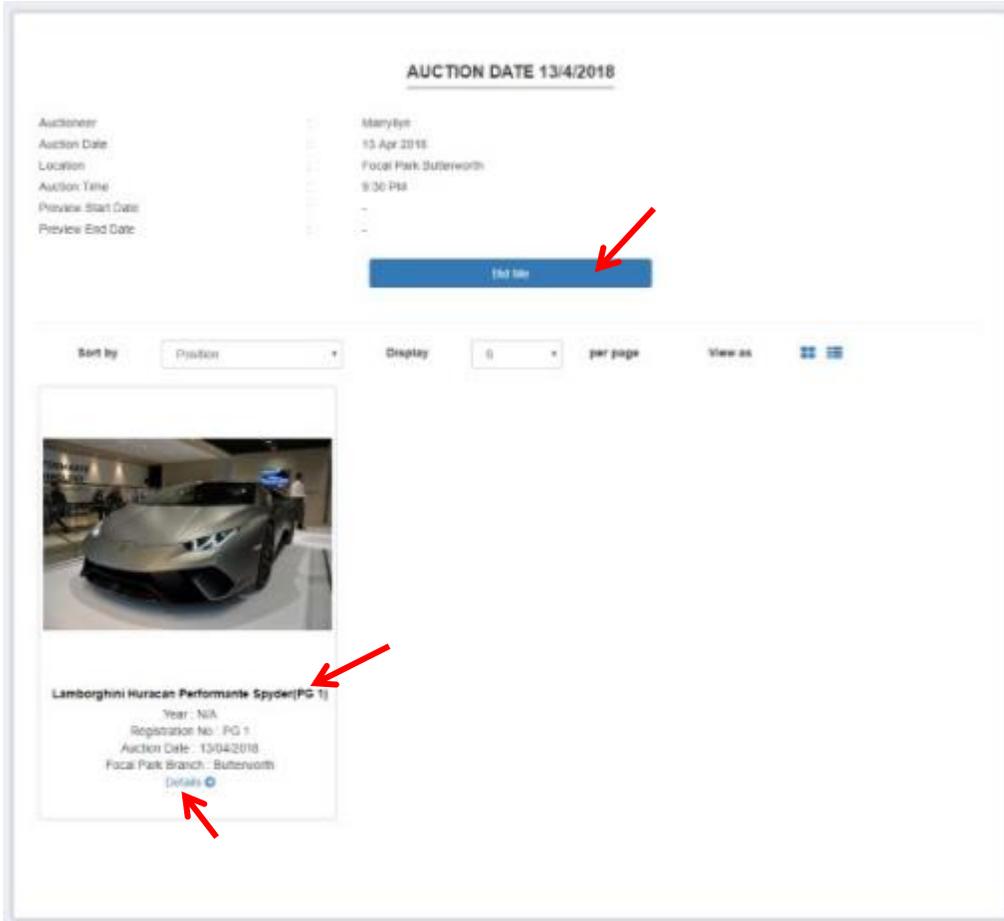
My account - Top Up Token History			
No.	Token Amount	Status	Created On
1	50	Pending	4/17/2018 6:21:15 PM
2	20000	Approved	4/13/2018 6:37:38 PM

- After submit top up request, transaction status will be set as “pending”
- Once it is approved by focal park, system will display the transaction is approved
- All the transaction history will be listed in descending order

7.0 Event Calendar / Bid Calendar

13, Friday		< April 2018 >						
April 2018		Sun	Mon	Tue	Wed	Thu	Fri	Sat
1. Auction Date 13/4/2018		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30	1	2	3	4	5
		6	7	8	9	10	11	12

- Check out all the auction date and type of auction by event calendar
- Auction calendar only display current and future auction only
- Click on auction calendar will navigate to bid item page as below
- Auction item page can be view in list or grid



- Click on 'vehicle name' or 'details' to see vehicle details as below
- Click on 'bid me' will navigate to vehicle bidding page
- 'Click to export inspection form' if wish to view details of product inspection result
- Please refer Appendix for sample product inspection report

Lamborghini huracan performante spyder(PG1)



Auction Start At

13 Apr 2018

0 d : 6 h : 12 m : 55 s
Until Auction Day

Lot No	: C000203
Minimum Bid	: \$250,000.00
Amount Per Bid	: \$5,000.00

[Bid Me](#)

VEHICLE DETAILS

Vehicle Brand	Lamborghini
Model	huracan performante spyder
Year Of Make	2015
Registration No	PG1
Registration Card	Yes
Engine Number	5250-AI
Chassis Number	995250-AI
Key	No
Mileage	5250
The Engine Number have been checked and tally with our records	Yes
Store Yard	Focal Park, Butterworth Office 352, Permatang Tok Jaya Maklom, Sungai Dua 13800 Butterworth Penang
Legal Owner	CIMB
Auction Date	13 Apr 2018
Auctioneer	Marilyn

Product Detail

[Click to export Inspection Form](#)

FOCAL PARK SDN BHD
(358698-H)
www.focalpark.com.my
MALAYSIA PREMIER AUCTION CENTER

Current Server Time : 23/04/2018 13:55:39
Current Available Token : 0

Home Administration My account Log out English

AUCTION DATE 13/4/2018

Lamborghini huracan performante spyder(PG1)

Registration No	:	PG1
Year of Make	:	2015
Minimum Bid	:	250000.00
Amount per Bid	:	5000.00

This Auction Will Start 13/04/2018 06:30:00PM

Information: About us, Services, Useful Link, FAQ, Terms and Regulations, Contact us
Head Office: 352, Permatang Tok Jaya, Maklom, Sungai Dua, 13800 Butterworth, Penang. Tel: +604-356 7972 (Hunting Line), Fax: +04-356 7425, Email: info@focalpark.com.my
Follow us: Facebook, Twitter, YouTube, Google+
Inspected by:

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Powered by nopCommerce

- Screenshot above indicate that bid event yet to start

8.0 Bid

- How to Bid?
- Pre requisite to join bid as follow
 - (a) Register as member and activate the account
 - (b) Top Up / purchase token (Currently if deposit is RM1550, then bidder need 1550 token in account to eligible for vehicle bidding)
 - ** Amount of token required is subject to change
 - (c) Perform vehicle e-bid according to focal park predefined date and time
 - (d) Start bid by click 'Click me', system will show every bid incremental value at bottom and current winner until bid end. **Please refer photo as below.**

AUCTION 13/04/2018



Lamborghini huracan performante spyder(PG1)

Registration No	:	PG1
Year of Make	:	2015
Minimum Bid	:	250000
Amount per Bid	:	5000

Second Calling 2

Current Bidding Amount: RM 255000
Current Bidder: SIA8142

Current bid price and bidder name

You are the current winner!

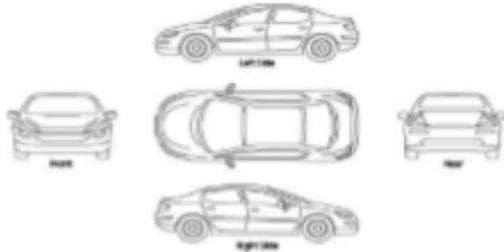
Please Wait In 04
Incremental Bid : (5000)

Incremental Bid amount

Vehicle Info

- System will display countdown time until auction start
- Customer can view bid information when bidding carry on and also before bidding
- Bid information like minimum bid / reserved price , year of make, amount per bid and registration no
- After bid end, system will deduct deposit from winner
- System will auto send out sales contract to winner
- Winner require to print and get the original sales contract before make vehicle settlement with bank or focal park
- Vehicle full amount settlement should refer to focal park or bank for further action
- If sales contract indicate of 'settlement with bank', winner should proceed to bank for payment else please proceed to focal park for settlement
- After make payment, winner should proceed to focal park to redeem vehicle by the date or period set by focal park
- Parking duration may differ with every vehicle. Please refer sales contract to understand more.
- After parking period end, fix amount of parking fee will charge to owner accordingly

Appendix

	Penang Office Jalan Todak 1, 13000, Butterworth, Penang, Malaysia Tel:- Fax:-	Focal Park Butterworth Office																																																																																																														
INSPECTION AND VALUATION OF VEHICLES																																																																																																																
REG CARD : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending	FUSPAKOM/INSPECTION VRI : <input type="checkbox"/> Done <input checked="" type="checkbox"/> Not Done																																																																																																															
REG NO : <u>PGJ</u>	REPO. DATE : <u>14/04/2018</u>	TRANSMISSION : <input type="checkbox"/> Manual <input checked="" type="checkbox"/> Auto																																																																																																														
MAKE & MODEL : <u>Lamborghini Huracan performante spider</u>	YEAR OF MAKE : <u>2015</u>	PRESENTATION : <input type="checkbox"/> Towed <input checked="" type="checkbox"/> Drive																																																																																																														
NAME OF RIDER : <u>Max</u>	SELECT TIRE SIZE	KEY : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																																																																																														
AGREEMENT NO. : <u>125456</u>	BRANCH : <u>Penang Office</u>	ALARM : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																																																																																														
SECTION A - EXTERIOR		SECTION D - GENERAL APPEARANCE																																																																																																														
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Yes/Good</th> <th>No/Fair</th> <th>Broken/Bad</th> <th>Remark</th> </tr> </thead> <tbody> <tr><td>1. Paintwork</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>2. Exhaust</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>3. Spot Light</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>4. Wipers</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>5. Windows Glass</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>6. Spoiler</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>7. Antenna</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>8. Wheel Cap</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>9. Exhaust Pipe</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>10. Head Lamp</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>11. Side Mirror</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>12. Tail Lamp</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>13. Front Signal</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>14. Door Handle</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>15. Windscreen</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>16. Mudgeard</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>17. Front Bumper</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>18. Back Bumper</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>19. Tyres</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>20. Rims</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> </tbody> </table>			Yes/Good	No/Fair	Broken/Bad	Remark	1. Paintwork	<input checked="" type="checkbox"/>				2. Exhaust	<input checked="" type="checkbox"/>				3. Spot Light	<input checked="" type="checkbox"/>				4. Wipers	<input checked="" type="checkbox"/>				5. Windows Glass	<input checked="" type="checkbox"/>				6. Spoiler	<input checked="" type="checkbox"/>				7. Antenna	<input checked="" type="checkbox"/>				8. Wheel Cap	<input checked="" type="checkbox"/>				9. Exhaust Pipe	<input checked="" type="checkbox"/>				10. Head Lamp	<input checked="" type="checkbox"/>				11. Side Mirror	<input checked="" type="checkbox"/>				12. Tail Lamp	<input checked="" type="checkbox"/>				13. Front Signal	<input checked="" type="checkbox"/>				14. Door Handle	<input checked="" type="checkbox"/>				15. Windscreen	<input checked="" type="checkbox"/>				16. Mudgeard	<input checked="" type="checkbox"/>				17. Front Bumper	<input checked="" type="checkbox"/>				18. Back Bumper	<input checked="" type="checkbox"/>				19. Tyres	<input checked="" type="checkbox"/>				20. Rims	<input checked="" type="checkbox"/>				Overview : <input checked="" type="checkbox"/> GOOD <input type="checkbox"/> FAIR <input type="checkbox"/> BAD <input type="checkbox"/> ACCIDENT UNIT  <input type="checkbox"/> Chassis Tampered <input type="checkbox"/> Engine Changed <input type="checkbox"/> Roof Pillars <input checked="" type="checkbox"/> Floor Board					
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SECTION B - INTERIOR		SECTION E - REMARKS ON OVERALL CONDITION OF THE VEHICLE																																																																																																														
Mileage : <u>5,250</u> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Yes/Good</th> <th>No/Fair</th> <th>Broken/Bad</th> <th>Remark</th> </tr> </thead> <tbody> <tr><td>1. Dash Board</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>2. Meter Gauge</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>3. Clock</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>4. Gear Knob</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>5. Cigarette Lighter</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>6. Ashtray</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>7. Roof Light</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>8. Steering</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>9. Door Panel Cover</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>10. Door Lock</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>11. Rubber Mats</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>12. Seats</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>13. 3rd Brake Light</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>14. Road Tax Disc</td><td><input checked="" type="checkbox"/></td><td></td><td></td><td></td></tr> <tr><td>15. Cassette Player</td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td></td><td>Brand : _____</td></tr> <tr><td>16. CD Player</td><td><input type="checkbox"/></td><td></td><td></td><td>Brand : _____</td></tr> <tr><td>17. CD Changer</td><td><input type="checkbox"/></td><td></td><td></td><td>Brand : _____</td></tr> <tr><td>18. Front Speakers</td><td><input type="checkbox"/></td><td></td><td></td><td>Brand : _____</td></tr> <tr><td>19. Rear Speakers</td><td><input type="checkbox"/></td><td></td><td></td><td>Brand : _____</td></tr> <tr><td>20. Woofer Box</td><td><input type="checkbox"/></td><td></td><td></td><td>Brand : _____</td></tr> <tr><td>21. Amplifier</td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td></td><td>Brand : _____</td></tr> </tbody> </table> Expiry Date : <u>28/04/2018</u>			Yes/Good	No/Fair	Broken/Bad	Remark	1. Dash Board	<input checked="" type="checkbox"/>				2. Meter Gauge	<input checked="" type="checkbox"/>				3. Clock	<input checked="" type="checkbox"/>				4. Gear Knob	<input checked="" type="checkbox"/>				5. Cigarette Lighter	<input checked="" type="checkbox"/>				6. Ashtray	<input checked="" type="checkbox"/>				7. Roof Light	<input checked="" type="checkbox"/>				8. Steering	<input checked="" type="checkbox"/>				9. Door Panel Cover	<input checked="" type="checkbox"/>				10. Door Lock	<input checked="" type="checkbox"/>				11. Rubber Mats	<input checked="" type="checkbox"/>				12. Seats	<input checked="" type="checkbox"/>				13. 3rd Brake Light	<input checked="" type="checkbox"/>				14. Road Tax Disc	<input checked="" type="checkbox"/>				15. Cassette Player	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Brand : _____	16. CD Player	<input type="checkbox"/>			Brand : _____	17. CD Changer	<input type="checkbox"/>			Brand : _____	18. Front Speakers	<input type="checkbox"/>			Brand : _____	19. Rear Speakers	<input type="checkbox"/>			Brand : _____	20. Woofer Box	<input type="checkbox"/>			Brand : _____	21. Amplifier	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Brand : _____	Good none
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SECTION C - ENGINE COMPARTMENT/BOOT		SECTION F - LIST PERSONAL ITEMS FOUND																																																																																																														
Engine No : - Chassis No : - 1. Engine : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Dismantled <input type="checkbox"/> Working <input type="checkbox"/> Not Working		SECTION G - DEFECT																																																																																																														
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		SECTION I - INSPECTION CONFIRMATION																																																																																																														
		Reprocessed by: _____ Acknowledged by storekeeper: _____ Verified by staff: _____ Name: _____ Name: _____ Name: _____ U/C No: _____ Co. chap: _____ U/C No: _____ Tow Truck No: _____																																																																																																														