# S How to Send Email of WOF to Customer (release/2025-03-17)

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In this tutorial you will learn how to send an email of the Warrant of Fitness sheet to customers.

Go to inspections.itsallauto-test.hq.itsallauto.com

### 01 Click "View Completed WOF's"

From the home page click on view completed Warrant of fitness.

×=	eWOF Online	Switch to Training			
+	⊕ Create WOF	C WOF Recheck			
	२ View Completed WOF's	् View Draft WOF's			
	View Completed WOP's				
	Paper WOF				
	Print Paper WOF	Upload Paper WOF			
	Changelog				
	PREVIOUS				
	Changelog - Release March 12t	h, 2025			
	Checksheet				
	Now uses serverside rendering for created F	PDF's			
	Has Invoice number/GST number available Invoice number can be configured at the end	(GST number can be configured in settings, of a WOF)			
	Logos on Checksheet/summary sheet, with a default itsaliauto logo if none provided     Checksheet/slummary sheet now include WOF images from failures/comments     Can get the Checksheet/Summary sheets with or without WOF images included				
	Can re-create Checksheet/Summary sheets	if needed			
	<ul> <li>PDF renderer catches when a PDF fails to lo and displays download options when this occur</li> </ul>	ad correctly (basically only mobile devices) Jrs			
•	Now includes a second page as needed for	rejections/comments when there is too many			
-	<ul> <li>4 PDF Options (2 New, 2 Revised)</li> <li>Full Checksheet (No Images) - This is just</li> </ul>	the normal Checksheet you are used to			
	Full Checksheet - This Checksheet is the or reasons/comments	default and includes images added to			
	Summary Checksheet (No Images) - This	is the normal summary sheet you are used to			



Choose the Warrant of fitness you wish to email.



### 03 Click the "+" button

Once you are viewing the Warrant of fitness, click the plus button in the bottom right to pull up a menu of actions that can be done with this inspection sheet.



## 04 Click "Email Checksheet"

You will now want to tap the Email Checksheet button. This will take you to the estimator where emails can be sent from.



#### 05 You should now be in the estimator

Once the estimator has been opened, you will be on the estimate for that Warrant of fitness.





Click on the Email button.



## 07 Email Templates

The email template should automatically be set to the correct one based on whether it passed or failed. It can be changed using this drop down if needed.

	C IC		
	Subject WOE Result for EPDSA0 - 2005 Touris Probay DX (21 Mar 2025)		
	To admineitsallauto.con × Add recipients		
	WOF Fail	Edit	
	Clackbeel Full V Send >	~	
	Unfortunately, your Warrant of Fitness (WOF) has failed for your 2005 Toyota Probax DX, FPDS		
	Super Speedy Auto Repairs 12 Auto Lane Drive		
	Hamilton itsallautoarea@amail.com		
	0210000000		
	WofChecksheetFullPDF		
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g.			

### 08 Checksheet Types

You can also change what type of check sheet you want to send to the customer by selecting it from the check sheet dropdown menu



## 09 Email addresses

The customers email should already be here, the email addresses can be added edited or deleted.

	Subject WOF Result for FPI	D560 - 2005 Toyota Probox			
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	Checksheet			Sand N Y	
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	Thanks				
	12 Auto Lane Drive				
	Hamilton				
	itsallautogreg@gmail.com				
	WofChecksheetFullPDF				
g.					

## 10 Email Content

Based on the email template selected, the email content should be automatically filled in. This can be easily edited by clicking and typing where you wish to make changes.

Subject WOF Result for FPD560 - 2005 T	Toyota Probox DX (21 Mar 2025)	
To admin@itsallauto.com × Add re		
	Template	C Edit
		- Curr
Checksheet		Send > ~
Hi Glenn		
Unfortunately, your Warrant of Fitness (WO	F) has failed for your 2005 Toyota I	Probox DX, FPD560.
Please refer to the affached WOF checkshee	er tor more information.	
Thanks		
Super Speedy Auto Repairs		
12 Auto Lane Drive		
Hamilton		
itsallautoarea@amail.com		
021000000		
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WofChedaheefFuliPDF Checksheet.pdf		ی ۵

### 11 File Attachments

The attached Warrrant of fitness PDF can be seen at the bottom of the email. You also have the option to preview the check sheet by pressing the preview button all the way to the right of the attachment

	C D X	
Subject WOF Result for FPD560 - 2005 Toyota Probox DX (21 Ma To (admine/itsoliauto.com ×) Add recipients		
	~ Edit	
	Send > ~	
Unfortunately, your Warrant of Fitness (WOF) has failed for your 2005 Please refer to the attached WOF checksheet for more information.		
Thanks Super Speedy Auto Repairs		
12 Auto Lane Drive Hamilton		
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Once ready you can send the email.

		G D X	
	Subject WOF Result for FPD560 - 2005 Toyofa Probox DX (21 Mar 2025)		
	To admineitsallauto.com × Add recipients		
	WOF Fail	∽ Edit	
	Checkheet Full	Send > ~	
	Hi Glenn		
	Unfortunately, your Warrant of Fitness (WOF) has failed for your 2005 Toyota Pro		
	12 Auto Lane Drive		
	Hamilton		
	itsallautogreg@gmail.com		
a			
9.6			

## 13 Click "Open Inspection"

If you wish to navigate back to the inspection you can use the open inspection button.



Thank you for watching. If you wish to contact us you can email us at admin@itsallauto.com , or phone 07 595 0032

If you know someone who could benefit from our FREE online Warrant of Fitness system, then please let them know about itsallauto.com.

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