

**City of Aspen Falls Police Department
Vehicle Maintenance Check**

**500 S Aspen Street
Aspen Falls, CA 93463
(805) 555-1000**

Service Date: 9/7/2012

Name of Officer: Larry Danner

Vehicle Type: SUV

Vehicle Brand: GMC

Vehicle Description: Yukon

Mileage: 10,531

Service Performed (Check All that Apply):

Oil Change

Tire Rotation/Balance

Complete Vehicle Inspection

Please check for the following items in the student's electronic file.

2. Add new tab and groups to Ribbon
3. Insert Date Picker Content Control
4. Insert Plain Text Content Control
5. Insert Drop-Down List Content Control
6. Insert Check Box Content Control
7. Fill in the form
8. Record UnBold macro: selects and bolds text
9. Add macro button to QAT
10. Enable macro security
11. Store macro in current file

Please submit your form to your unit head.