

VEHICLE INSPECTION FORM

➔ **Work Order/Receipts must be attached to this form** ➔

Driver(s): _____ Make: _____
 License Plate Number: _____ Mileage: _____ Year: _____

EXTERIOR INSPECTION	Needs Repair	OK	Comments
Look under vehicle: any oil, water or other fluid leaks			
Check level of water in overflow reservoir			
Check radiator coolant, windshield and power steering fluid			
Check oil with dipstick			
Check belts: fan, power steering, etc., for cracks, looseness, etc.			
Check battery cables and terminals			
Inspect engine for loose wires, bolts, links, etc.			
Inspect for leaks, cracks, or bulges in lines and hydraulic components			
Clean windows, signal lenses, and mirrors as needed			

SPECIAL EQUIPMENT	Needs Repair	OK	
Check any special equipment, such as wheelchair lift			
Install and/or confirm proper installation of child seats			

INTERIOR INSPECTION	Needs Repair	OK	
Start engine, check all gauges and indicator lights			
Check wipers, defrosters, heater, horn, mirrors, interior lights			
Adjust driver's seat, seat belt			
Check seat belts, seats, windows			

WALK AROUND	Needs Repair	OK	
Check for low-beam lights, turn signals, clearance lights, brake and back-up lights, taillights, high-beam headlights, and hazard lights			
Check for body damage, loose trim or moldings, etc.			
Check tire pressure, tires, wheels, lug nuts, grease seals, and gas cap			
CHECK FOR HAZARDS BEHIND, IN FRONT, AND UNDER VEHICLE			

 By signing below, I hereby certify that this vehicle is safe to drive.

Name/Stamp of Mechanic or Dealership: _____ Date: _____

Mechanic's Signature: _____ Date: _____

