

Vehicle Inspection Report

Vehicle #:	Today's Date:	Total points:
Technician:	Inspected By:	

Cleanliness	Pass	Fail	Comment
Exterior Clean - body, windows, wheels			
Interior Cab Clean - windows, floors, dash, etc.			
Interior Cab Uncluttered - no trash, loose forms, tools.			
Parts/Tool Compartment (s) - everything in its place, clean.			

Organization	Pass	Fail	Comment
Legal Documents - insurance, inspection, registration			
Personal TOOLS - present & in good condition			
Company Tools - present & in good condition			
Truck Stock - proper quantities & location, saleable condition			
Forms - invoices, warranty, parts, accident report, etc.			
Marketing - brochures, business cards, product literature, door hangers, etc.			
Customer Care - shoe covers, latex gloves, tool rug, drop cloths, wipes			
Spare Keys			
Spare Tire & Jack			
Safety Kit			

Maintenance	Pass	Fail	Comment
Oil Change within 3k Miles			
Tires - good condition, air pressure ok			
Windshield Wipers - good condition			
Windows & Mirrors - clean, no chips/cracks			
Lights - headlights, brake, turn, reverse, interior			
Fluid levels (oil, coolant, ATF, power steering, brake, washer)			

