

## Fleet Vehicle Inspection Checklist

<b>Driver:</b>						<b>Today's Date:</b>						
<b>Vehicle ID No:</b>						<b>License Plate No:</b>						
<b>Expiration Date:</b>						<b>Odometer Reading:</b>						
<i>X – Satisfactory</i>					<i>O – Requires Attention</i>							
	<b>DATES</b>											
<b>VEHICLE INSPECTION:</b>												
<b>PRE-START UP</b>	am	pm	am	pm	am	pm	am	pm	am	pm	<b>Comments</b>	
Check Oil												
Radiator, Washer Fluid												
Battery Fluids, Connections												
<b>INTERIOR (Start Engine)</b>	X	X	X	X	X	X	X	X	X	X		
Fuel Level												
Alternator Function												
Heat/ Defrost/ AC												
Interior Lights												
Upholstery, Loose Object												
Child Car Seats/Booster												
Seatbelts/ Straps/ Cutter												
First Aid Kit/Body Fluids Kit												
Fire Extinguisher												
Registration/ Insurance												
Radio/Cell Phone												
Horn												
Brakes (Travel, Feel)												
Steering Wheel (Play)												
<b>WINDOWS/MIRRORS</b>	X	X	X	X	X	X	X	X	X	X		
Cleared of Ice/Snow												
Foot Brake/ Parking Brake												
Wipers/Washers												
Mirrors/ Glass/Scrapper												
<b>EXTERIOR</b>	X	X	X	X	X	X	X	X	X	X		
Head Lights (High/Low)												
Turn Signals (Front/Rear)												
Emergency Flashers												
Tires (Wear, PSI w/gauge)												
Tail Lights/Back-Up Lights												
Exhaust (Sound, Emissions)												
<b>TRUNK/STORAGE AREA</b>	X	X	X	X	X	X	X	X	X	X		
Spare Tire (Pressure)												
Emergency (Chains, Flares, Flashlight, Blankets)												
<b>UNDER VEHICLE</b>	X	X	X	X	X	X	X	X	X	X		
Obvious Leaks												
Loose/Hanging Objects												
<b>OPERATION</b>	X	X	X	X	X	X	X	X	X	X		
Lift												
Transmission												
Engine/Idle Speed												
<b>DRIVER'S INITIALS</b>												