

# VEHICLE INSPECTION CHECKLIST

VEHICLE NO:	DRIVERS NAME:	ODOMETER (KMS):	TRAILER NO:
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<p><b>EXTERNAL</b></p> <p><b>NO FUEL, OIL, WATER LEAKS</b></p> <hr/> <p><b>CHECK FLUID LEVELS OF</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Engine oil</li> <li><input type="checkbox"/> Brake fluid</li> <li><input type="checkbox"/> Clutch fluid</li> <li><input type="checkbox"/> Power steering fluid</li> <li><input type="checkbox"/> Auto transmission fluid (if applicable)</li> </ul> <hr/> <p><b>CHECK WATER LEVELS OF</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Radiator header tank and coolant</li> <li><input type="checkbox"/> Check radiator cap is closed</li> <li><input type="checkbox"/> Windscreen wiper/washer reservoir</li> <li><input type="checkbox"/> Battery fluid</li> </ul> <hr/> <p><b>CHECK ELECTRICS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Headlights working</li> <li><input type="checkbox"/> Brakelights working</li> <li><input type="checkbox"/> Indicators working</li> <li><input type="checkbox"/> Reverse lights working</li> <li><input type="checkbox"/> High intensity rear lights working</li> </ul> <hr/> <p><b>TYRES</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Check pressure correct</li> <li><input type="checkbox"/> Tread depth minimum 1.6mm</li> <li><input type="checkbox"/> Tread pattern matches</li> <li><input type="checkbox"/> No deep cuts, lumps, bulges, tears, ply exposure</li> </ul> <hr/> <p><b>VEHICLE BODY</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No damage</li> <li><input type="checkbox"/> Load security</li> <li><input type="checkbox"/> Lights and reflectors clean</li> </ul> <hr/> <p><b>ANY OTHER DEFECTS NOTED (WRITE NIL IF NONE FOUND):</b></p>	<p><b>INTERNAL</b></p> <p><b>ANY NOTICEABLE DAMAGE</b></p> <hr/> <p><b>INSTRUMENTS AND GAUGES</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fuel level</li> <li><input type="checkbox"/> Oil pressure</li> <li><input type="checkbox"/> No red warning lights remain on</li> </ul> <hr/> <p><b>CONTROLS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Brakes</li> <li><input type="checkbox"/> Windscreen wipers</li> </ul> <hr/> <p><b>AC/RADIO</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Air conditioning working</li> <li><input type="checkbox"/> Radio working</li> </ul> <hr/> <p><b>WINDSCREEN/WINDSCREEN WIPERS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Windscreen wipers</li> <li><input type="checkbox"/> Windscreen - clean and unobstructed</li> </ul> <hr/> <p><b>SEATS, SEAT BELTS AND MIRRORS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Drivers seat position and seatbelt</li> <li><input type="checkbox"/> Passenger seats and seatbelts</li> <li><input type="checkbox"/> Mirrors</li> <li><input type="checkbox"/> Head rests</li> </ul> <hr/> <p><b>EMERGENCY EQUIPMENT</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Jack and accessories</li> <li><input type="checkbox"/> High visibility jacket/vest</li> <li><input type="checkbox"/> First aid kit</li> <li><input type="checkbox"/> Hazard warning triangle</li> </ul> <hr/> <p><b>TRAILER (IF APPLICABLE):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No damage</li> <li><input type="checkbox"/> Brake hoses</li> <li><input type="checkbox"/> Electrical Connections</li> <li><input type="checkbox"/> Coupling security</li> </ul> <hr/> <p><b>DRIVERS SIGNATURE:</b></p>
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REPORT ACCEPTED BY \_\_\_\_\_

SIGNATURE \_\_\_\_\_