

Vehicle Inspection Checklist

Shop name

CUSTOMER	PHONE	DATE
YEAR / MAKE / MODEL	PLATE	MILEAGE
VIN	TECHNICIAN	RO #

UNDERHOOD	OK	ATTN	IMM	N/A
Engine oil level & condition	☐	☐	☐	☐
Coolant level & condition	☐	☐	☐	☐
Brake fluid	☐	☐	☐	☐
Power steering fluid	☐	☐	☐	☐
Transmission fluid	☐	☐	☐	☐
Washer fluid	☐	☐	☐	☐
Battery, terminals & load test	☐	☐	☐	☐
Drive belts	☐	☐	☐	☐
Hoses & clamps	☐	☐	☐	☐
Engine air filter	☐	☐	☐	☐
Cabin air filter	☐	☐	☐	☐

INTERIOR & EXTERIOR	OK	ATTN	IMM	N/A
Headlights, high beams & fog lights	☐	☐	☐	☐
Brake lights, tail lights & turn signals	☐	☐	☐	☐
Horn	☐	☐	☐	☐
Wiper blades	☐	☐	☐	☐
Windshield & glass	☐	☐	☐	☐
Mirrors	☐	☐	☐	☐
Seat belts	☐	☐	☐	☐
Dashboard warning lights	☐	☐	☐	☐
A/C & heater operation	☐	☐	☐	☐
Doors, locks & latches	☐	☐	☐	☐
Body panels, paint & rust	☐	☐	☐	☐

UNDER VEHICLE	OK	ATTN	IMM	N/A
Exhaust system	☐	☐	☐	☐
Steering & tie rods	☐	☐	☐	☐
Shocks & struts	☐	☐	☐	☐
Ball joints & bushings	☐	☐	☐	☐
CV axles & boots	☐	☐	☐	☐
Fluid leaks	☐	☐	☐	☐
Frame & underbody	☐	☐	☐	☐

BRAKES & TIRES	OK	ATTN	IMM	N/A
Front left: tire tread, pressure & brake pad	☐	☐	☐	☐
Front right: tire tread, pressure & brake pad	☐	☐	☐	☐
Rear left: tire tread, pressure & brake	☐	☐	☐	☐
Rear right: tire tread, pressure & brake	☐	☐	☐	☐
Rotors & drums	☐	☐	☐	☐
Parking brake	☐	☐	☐	☐
Spare tire & jack	☐	☐	☐	☐

ROAD TEST	OK	ATTN	IMM	N/A
Engine performance & noises	☐	☐	☐	☐
Transmission shifting	☐	☐	☐	☐
Braking & pulling	☐	☐	☐	☐
Steering & alignment	☐	☐	☐	☐
Noises & vibrations	☐	☐	☐	☐

NOTES & RECOMMENDATIONS — MEASUREMENTS (TREAD DEPTH, PAD THICKNESS), PARTS, PRIORITIES

OK checked and fine **ATTN** attention — wearing, plan the repair soon **IMM** immediate — needs repair now **N/A** not applicable / not checked

TECHNICIAN SIGNATURE	CUSTOMER SIGNATURE
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