

# Driver Pre-Trip/Post-Trip Inspection Checklist

Vehicle (Make/Model/ Year): \_\_\_\_\_

Odometer Reading: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ A.M. P.M.

Check any item that needs attention, including details under "comments." Don't drive the vehicle until defects have been corrected.

## Outside the Vehicle:

Inspect the following:

### Tires

#### OK Needs Attention

- Proper inflation
- Adequate tread
- Spare inflated

### Leaks (look underneath)

#### OK Needs Attention

- Oil
- Other

### Safety equipment

#### OK Needs Attention

- Fire extinguisher
- First aid kit
- Reflective triangles
- Flares
- Spare bulbs/fuses
- Map
- Emergency contact info
- Cellphone/Two-way radio

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Condition of vehicle is acceptable.**

Driver's signature \_\_\_\_\_

Defects noted above have been repaired.

Defects noted above need not be repaired for safe operation of vehicle

Mechanic's signature \_\_\_\_\_ Date \_\_\_\_\_

Driver's signature \_\_\_\_\_ Date \_\_\_\_\_

## Inside the Vehicle:

Start the engine and test the following:

### Noises (listen for unusual ones)

#### OK Needs Attention

- Describe \_\_\_\_\_

### Gauges

#### OK Needs Attention

- Fuel
- Temperature
- Dashboard warning light

### Lights (ask someone to help)

#### OK Needs Attention

- Headlights
- Brake lights
- Turn signals
- Hazard lights

### Other

#### OK Needs Attention

- Windshield wipers
- Fans and defroster
- Brakes (including parking brake)
- Mirrors
- Horn
- Exhaust system (muffler, tailpipe)
- Seat belts (one for each passenger)

