

Vendor Vehicle Inspection Report

Plate Number: _____ Mileage: _____ Inspection Date: _____
 Mechanic: _____ Garage: _____

INTERIOR INSPECTION		OK	Repair	Comments
1	Registration, Insurance, and Gas Card			
2	Gauges and Dash Board Lights			
3	Front and Rear Heater Fans - Hi/Low			
4	Seats and Seatbelts			
5	Horn			
6	Dash Lights			
7	Rear View Mirror & Sun Visor			
8	Dome Lights			
9	A/C Fans - Hi/Low			
10	Spare Tire / Jack			
11	Safety Triangles			

EXTERIOR INSPECTION		OK	Repair	Comments
12	Headlights High/Low Beam			
13	Parking, Clearance and Tail Lights			
14	Turn Signals and 4 Way Flashers			
15	Brake Lights			
16	Reverse Lights			
17	Mirrors and Brackets			
18	Wipers and Washer Fluid			
19	Backup Alarm (HC Vehicles Only)			
20	Check All Glass for Cracks / Chips			
21	Check for Body Damage			
22	Check For Loose Running Boards			
23	Fuel Cap			

TIRE / WHEEL INSPECTION		OK	Repair	Comments
24	Check for Cracks in Wheel			
25	Check Tire Pressure			

	PSI _____		PSI _____
	PSI _____		PSI _____

26	Replace Missing Valve Caps			
27	Tire Tread Depth			
28	Check For Loose Lug Nuts			

UNDER VEHICLE INSPECTION		OK	Repair	Comments
29	Exhaust System			
30	Check For Any Fluid Leaks			
31	Front / Rear Shocks			
32	Front / Rear Springs			
33	Tie Rods			
34	U-Joints			
35	Ball Joints			
36	Fuel Tank			
37	Transmission Lines and Hoses			
38	Transmission Shift Linkage			

LUBE, OIL and FILTER (EVERY 7,500 MILES)		OK	Repair	Comments
39	Lube Chassis and Accessories			
40	Replace Oil			
41	Replace Oil Filter			
42	Check Drain Plug			
BRAKE INSPECTION		OK	Repair	Comments
43	Emergency Brake Function / Cables			
44	Inspect Front / Rear Brake Pads			
45	Inspect Front / Rear Calipers			
46	Inspect Front / Rear Rotors			
47	Inspect Brake Hoses Chafing			
48	Check Wheel Bearings for Looseness			
49	Inspect Seals and Hardware			
UNDER THE HOOD INSPECTION		OK	Repair	Comments
50	Coolant Level			
51	Washer Fluid Level			
52	Brake Fluid Level			
53	Inspect Master Cylinder			
54	Belt Condition			
55	Water Pump Bearing			
56	Coolant Hoses and Clamps			
57	Heater Hoses and Clamps			
58	A/C Lines			
59	Check Battery Eye Color			
60	Check Battery Cables and Terminals			
61	Transmission Fluid Level			
62	Engine Oil Level			
63	Steering Fluid Level			
64	Check Air Filter			
WHEEL CHAIR LIFT / RAMP INSPECTION		OK	Repair	Comments
65	Operation - Test Manual and Automatic			
66	Manual Handle			
67	Lubricate Hinges and Fittings			
68	Inspect Lines, Hoses and Fittings			
69	Test Interlocks			
70	Inspect Seat Belts and Brackets			
71	Inspect Lift Door Tether or Lock			
72	Inspect Wires, Cables and Switch Condition			
73	Overall Condition of Lift			
ROAD TEST		OK	Repair	Comments
74	Brake Pull			
75	Brake Vibrations			
76	Steering Vibrations			
77	Front End Wander			
78	Rear Vibrations			
79	Front / Rear A/C Performance			
80	Front / Rear Heater Performance			
81	Engine Performance			
82	Transmission Performance			
83	Completed Road Test			

I certify that I have completed the Rideshare Maintenance Inspection Report. All identified repairs will be completed before the vehicle is returned to the customer.

Print Name: _____

Signature: _____