

Vehicle Inspection Checklist Template

By fleetnerd.io

Vehicle Information:

- Vehicle Make: _____
- Vehicle Model: _____
- Vehicle Year: _____
- Vehicle Mileage: _____

Exterior Inspection:

- Tires:
 - Tread depth: _____
 - Signs of wear: _____
 - Proper inflation: _____
- Lights and signals:
 - Headlights: _____
 - Taillights: _____
 - Brake lights: _____
 - Turn signals: _____
- Mirrors and windows:
 - Damage or obstruction: _____

Interior Inspection:

- Dashboard and instruments:
 - Warning lights: _____
 - Gauges functioning: _____
- Seats and seatbelts:
 - Wear: _____
 - Proper function: _____
- Fire extinguisher and first aid kit:
 - Expiration dates: _____
 - Accessibility: _____

Maintenance Checklist:

- Oil changes:
 - Date: _____
 - Mileage: _____
 - Type of oil: _____

- Tire rotations:

- Date: _____
- Mileage: _____
- Tire condition: _____

- Brake pad replacements:

- Date: _____
- Mileage: _____
- Type of brake pads: _____

Driver Safety Checklist:

- Driver's license and certification:

- Valid license: _____
- Necessary certifications: _____

- Defensive driving training:

- Date: _____
- Type of training: _____

- Vehicle-specific training:

- Date: _____
- Type of training: _____

Accident Reporting Checklist:

- Accident reporting procedure:

- Steps to take: _____
- Contact information: _____

- Emergency contact information:

- Phone numbers: _____
- Addresses: _____

- First aid and medical response:

- Procedure: _____
- Contact information: _____

Supervisor Signature

Date

Employee Signature

Date