

# Vehicle Inspection

Date: 2022-04-03

Worker: Brock Clayton

Vehicle: 2014, Ford, 123123

Milage: 123123

Registration Expiry Date: 2022-04-03

The items on this inspection sheet should be checked monthly. A separate sheet should be filled out for each vehicle driven. Place an ✓ by any item that needs attention. Place a check mark by the rest. Any discrepancies should be detailed on the bottom of this sheet.

Ignition Key	Check inside Engine compartment for Leaks/ loose items
Fuel Key, if used	Start Engine & check Transmission Fluid Level (Fluid should be hot)
Oil Level	Check Highlight/Signal lights/4way flashes/Tail lights/Backup lights/Horn
Washer Fluid Level	Check fuel level (Should Not be Less Than ½ Tank)
Coolant Level	Check First Aid Kit on Board and full
Power Steering Fluid Level	Check Fire Extinguisher on board/Gauge showing charged, proper seal, pin and inspection
Check for Air Gauge	Survival kit (in winter): candles, blanket/ tsleeping bag, water
Check Horn	Check Tires for wear and pressure (as per manufacturer)
Check Heater/Defroste	Check Spill Kit, if required
Check Windshield Wipers/Washers	
Check all signal lights	
Check Interior lights	
Check Mirrors for damage and adjustments	
Windshield clear visibility	
Check Radio (Two-way check), if required	
Visual Inspection for Exterior Damage/Leaks under vehicle	

As you drive, continually check for any strange smells, sounds, vibrations, or Anything that does not feel right.

**\*\*Vehicles should be serviced as per manufacturer's recommendations and repairs made only by competent accredited personnel.**

For monthly inspections done by the employee: This vehicle inspection was done by myself and not by an accredited mechanic. There were no issues or problems identified at the time of inspection and therefore, no corrective actions are necessary to be undertaken. The employee completing this form takes full responsibility of the completeness and accuracy of this inspection as per PP20 IP (Inspection Policy).

Driver's Signature: Brock Clayton

Date: 2022-04-03

Manager/Supervisor Signature: Form Loco

Date: To be determined

## Messages

date: 4/3/2022

2: 34: 56 PM

message: Created by brock@formloco.com



