

01 Vehicle Inspection Sample

VEHICLE DAILY INSPECTION FORM

****Driver/Technician:**** Marcus Johnson

****Vehicle:**** 2021 Ford F-150 XL

****License Plate:**** TX-FW2847

****Date:**** February 27, 2026

****Odometer:**** 47,832 miles

PRE-TRIP INSPECTION

Exterior

|-----|-----|-----|

☒ | Tires - Front Left | |

☒ | Tires - Front Right | |

☒ | Tires - Rear Left | |

☒ | Tires - Rear Right | |

☒ | Spare Tire | |

☒ | Headlights | |

☒ | Tail Lights | |

☒ | Brake Lights | |

☒ | Turn Signals | |

☒ | Hazards | |

☒ | Windshield | |

☒ | Mirrors | |

☒ | Body Damage | | Minor scratch rear bumper |

☒ | License Plate | |

Under Hood

|-----|-----|-----|

☒ | Oil Level | | Full |

☒ | Coolant Level | | Full |

☒ | Power Steering | |

☒ | Brake Fluid | |

☒ | Washer Fluid | | Needs refill |

☒ | Belts | |

☐ | Hoses | |

Interior

|-----|-----|-----|

☐ | Horn | |

☐ | Gauges | |

☐ | Dashboard Lights | |

☐ | Air Conditioning | |

☐ | Heater | |

☐ | Wipers | |

☐ | Seat Belts | |

☐ | Backup Camera | |

Equipment

|-----|-----|-----|

☐ | First Aid Kit | |

☐ | Fire Extinguisher | |

☐ | Jumper Cables | |

☐ | Flashlight | |

☐ | Reflective Triangles | |

☐ | Tool Kit | |

☐ | Registration | |

☐ | Insurance Card | |

FLUIDS CHECK

|-----|-----|-----|

☐ | Oil | OK Low | Full, no dark particles |

☐ | Coolant | OK Low |

☐ | Brake | OK Low |

☐ | Power Steering | OK Low |

☐ | Washer | OK Low | Fill at gas station |

DEFECTS/NOTES

Washer fluid low - needs refill. Minor cosmetic scratch on

rear bumper from prior job (already documented in file).

DAILY LOG

|-----|-----|-----|-----|-----|

****Total Miles Today:**** 53 miles

****Fuel Added:**** \$25 (8.9 gallons @ \$2.80)

POST-TRIP

****End Odometer:**** 47,885 miles

Parking

☒ - Parked in safe location

☒ - Secured

☒ - Items removed/secured

Any Issues Today?

☒ - No issues

☐ - Yes - describe below:

SIGN-OFF

****Driver Signature:**** _Marcus Johnson_

****Date:**** February 27, 2026

****Supervisor Review:**** _____

****Date:**** _____

Complete daily. Submit weekly. Keep for DOT compliance if applicable.