

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

- | |
|--|
| ----- ----- ----- |
| <input type="checkbox"/> Tires - Front Left |
| <input type="checkbox"/> Tires - Front Right |
| <input type="checkbox"/> Tires - Rear Left |
| <input type="checkbox"/> Tires - Rear Right |
| <input type="checkbox"/> Spare Tire |
| <input type="checkbox"/> Headlights |
| <input type="checkbox"/> Tail Lights |
| <input type="checkbox"/> Brake Lights |
| <input type="checkbox"/> Turn Signals |
| <input type="checkbox"/> Hazards |
| <input type="checkbox"/> Windshield |
| <input type="checkbox"/> Mirrors |
| <input type="checkbox"/> Body Damage Minor scratch rear bumper |
| <input type="checkbox"/> License Plate |

Under Hood

- | |
|--|
| ----- ----- ----- |
| <input type="checkbox"/> Oil Level Full |
| <input type="checkbox"/> Coolant Level Full |
| <input type="checkbox"/> Power Steering |
| <input type="checkbox"/> Brake Fluid |
| <input type="checkbox"/> Washer Fluid Needs refill |
| <input type="checkbox"/> 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.