



Vehicle Model	Owner's Name																				
Vehicle Identification Number	Address																				
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Engine Number	State																				
Color Code	Delivered by																				
Dealer	Dealer Name																				
Stock No.	Order No.																				
	Dealer Code																				
	Date																				

CHECK, INSPECT AND/OR PERFORM THE FOLLOWING OPERATIONS	REMARKS
<div>1. Engine Compartment</div> <div><div><input type="checkbox"/> Check Engine Compartment for components which may be loose; kinked or pinched vacuum hoses or electrical connections, and for any other missing or disconnected components.</div><div><input type="checkbox"/> Check to assure that hoses and electrical wires are properly routed to provide sufficient clearance with adjacent moving or hot parts.</div><div><input type="checkbox"/> Observe the movement or freedom of movement of linkage, valves and other components.</div><div><input type="checkbox"/> Check for unusual noises within the engine compartment.</div><div><input type="checkbox"/> Visually inspect for seepage and leaks at hoses and pipe connections, seals, gaskets and plugs. Tighten clamps and connectors as necessary.</div><div><input type="checkbox"/> Check power steering gear, lines and hoses for leaks and clearance with adjacent panels, moving or hot parts. Tighten clamps and connectors as necessary.</div><div><input type="checkbox"/> Test engine coolant protection.</div><div><input type="checkbox"/> Check all fluid levels; engine oil, transmission oil, power steering oil, battery, brake, and cooling system. Add as required.</div><div><input type="checkbox"/> Check throttle linkage for freedom at wide open and closed throttle.</div><div><input type="checkbox"/> Check tension on all belts.</div></div>	
<div>2. Body--Accessories</div> <div><div><div><div><div><input type="checkbox"/> Headlights Operation and Aim (correct as necessary to conform with local specifications)</div><div><input type="checkbox"/> Turn Signal Lights</div><div><input type="checkbox"/> Hazard Warning Lights</div><div><input type="checkbox"/> Back-Up Lights</div></div><div><div><input type="checkbox"/> Stop Lights</div><div><input type="checkbox"/> Tail Lights</div><div><input type="checkbox"/> License Plate Lights</div><div><input type="checkbox"/> Position Lights</div><div><input type="checkbox"/> Additional Turn Signal Lights</div></div><div><div><input type="checkbox"/> Instrument Panel Lights (includes all warning lights)</div><div><input type="checkbox"/> Dome Lights</div><div><input type="checkbox"/> Daytime Running Lights</div></div></div></div><div><div><input type="checkbox"/> Front dome lamp</div><div><input type="checkbox"/> Glove box</div><div><input type="checkbox"/> Head lamp leveling switch</div><div><input type="checkbox"/> Instrument panel gauge operation</div><div><input type="checkbox"/> Rear fog lamp switch</div><div><input type="checkbox"/> Rear window demister switch</div><div><input type="checkbox"/> Instrument illumination control switch</div></div><div><div><input type="checkbox"/> Horn switch</div><div><input type="checkbox"/> Wiper and washer operation</div><div><input type="checkbox"/> Tailgate window wiper and washer switch</div><div><input type="checkbox"/> Radio/cassette, speakers, antenna</div><div><input type="checkbox"/> Cigarette lighter</div><div><input type="checkbox"/> Clock</div><div><input type="checkbox"/> Door lock</div></div><div><div><input type="checkbox"/> Child safety door lock</div><div><input type="checkbox"/> Door window</div><div><input type="checkbox"/> Outside rearview mirrors</div><div><input type="checkbox"/> Manual sun roof</div><div><input type="checkbox"/> Seat</div><div><input type="checkbox"/> Fuel filler door release lever</div><div><input type="checkbox"/> Tailgate release lever</div><div><input type="checkbox"/> Engine hood release lever</div><div><input type="checkbox"/> Immobilizer system</div><div><input type="checkbox"/> Set compass alignment - see Owner's Manual</div></div></div>	



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### 3. Under Vehicle:

- Visually inspect vehicle undercarriage for looseness, missing components and line routing and clipping, and fluid leaks. – Tighten clamps, couplings and connectors as necessary.
- ☐ Steering Gear and Linkage      ☐ Check Axle and Manual      ☐ Drive shaft of front drive
- ☐ Proper Tie Rod Clamp Position      Transmission Fluid Level      ☐ axles
- ☐ Exhaust System for Proper      ☐ Brake System      ☐ Wheel stud and Axle flange  
Alignment and Clearance      ☐ Fuel System      nuts
- ☐ Front and Rear Suspension      Tires

### 4. Road Test

- Road test on a route with road conditions permitting the proper evaluation of squeaks and rattles.
- ☐ During this test, check the following items for proper operation and function;  
☐ Seat Belts      ☐ Instruments and Gages
- ☐ Free play of brake and clutch pedal      ☐ Throttle Controls for Free Operations
- ☐ Horn      ☐ Steering(wheel center position and handling)
- ☐ Wind Noise      ☐ Brakes(includes parking brake and warning light)
- ☐ Options and Accessories
- ☐ Heater and Air Conditioning
- ☐ Operation of Windshield Wiper and Washer for Pattern, Speed, and Parking Position(includes aim washer if necessary)
- ☐ Engine, and Manual Transmission Performance During Acceleration, Deceleration, Idle, Cruise and Downshifts
- ☐ Squeaks and Rattles-Correct Minor Ones Which Can Be Eliminated by Tightening of Loose Nuts or Bolts, or by Applying Lubricant

### 5. Appearance

- Inspect condition and perform detail operation
- ☐ Remove Exterior Protective Shipping Material(s)
- ☐ Wash Vehicle
- Check for proper assembly, fit and retention of parts and components, such as;  
☐ Bumpers      ☐ Sill plates      ☐ Emblems      ☐ Moldings
- Exterior finish
- ☐ Detail Clean up – Remove Overspray, Cement, Weatherstrip Sealer, etc.
- ☐ Touch-Up – Chipped Paint(brush or aerosol spray)
- ☐ Hand Polish – Minor Paint Imperfections by Wet Sanding with 600-Grit Paper or Hand Compounding
- Interior trim and carpets protective coverings, clean as required, Inspect:  
☐ Instrument Panel      ☐ Sun Visor      ☐ Kick Pads      ☐ Seats
- ☐ Carpet      ☐ Door Trim Panels      ☐ Console      ☐ Headliner
- ☐ Interior Moldings and Hard Trim for Fit, Overspray, Polish, Sealer and Adhesive Clean As Required      ☐ Spare Wheel      ☐ Jack      ☐ Vehicle Tools
- ☐ Trunk Trim
- ☐ Battery

### Delivery Report

- ☐ Complete Ownership Registration Card
- ☐ Complete Owner and Selling Dealer Information and Review and Explain Along with the Maintenance Schedule
- ☐ Deliver Service Guide Booklet to Owner
- ☐ Demonstrate Operation of All Accessories & Options

Above Services  
Performed by

Date

TECHNICIAN

Delivered by

Date



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