|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | **SAMPLE Monthly Vehicle Inspection** | | | | | | |  | **ENGINE FLUIDS** | | |
|  | **Oil Level** | |
| **Vehicle:** | |  | | | | | | | |  |  | **Brake Fluid** | |
| **Registration:** | |  | | | | **Mileage:** | |  | |  |  | **Coolant** | |
|  | | | | | | | | | |  |  | **Power Steering Fluid** | |
| **Mark each item to side with:** | | | | | | | | | |
| **✓** | **Satisfactory** | | | **🗴** | **Defective** | | **N/A** | | **Not Applicable** |  |  | **Screen Wash** | |
|  | | | | | | | | | |  | **INTERNAL / SYSTEMS** | | |
| **Include any relevant comments:** | | | | | | | | | |  |  | **Wheel** (spare / jack available) | |
| **EXTERNAL** | | | | | | | | | |  |
|  | **Bodywork** (dents / scrapes / rust) | | | | | | | | |  |  | **Vehicle Manual / Handbook**  (available) | |
|  | **Windscreen / Windows** (clean / undamaged) | | | | | | | | |  |  | **Seat Belts** (available / working) | |
|  | **Mirrors** (present / undamaged) | | | | | | | | |  |  | **Warning Triangle** (available) | |
|  | **Lights (reversing / head / brake / side / indicators)** (working / undamaged) | | | | | | | | |  |  | **First Aid Kit** (available) | |
|  | **Fuel Cap** (present / working) | | | | | | | | |  |  | **Horn** (sound briefly to check working) | |
|  | **Tyre Pressure (incl. spare wheel)** (correct as per guidance) | | | | | | | | |  |  | **Cleanliness** (good / poor) | |
|  | **Tyre Wear (incl. spare wheel)** (minimum 1.6mm tread depth) | | | | | | | | |  |  | **Brakes** (working) | |
|  | **General Cleanliness** (good / poor) | | | | | | | | |  |  | **Power Steering** (working) | |
|  | **Number Plates** (visible) | | | | | | | | |  |  | **Internal Lights** (working) | |
|  | **Racks / Tow Bars** (good order / fixed securely) | | | | | | | | |  | **Check Completed By:** | | |
|  | **Windscreen Wipers** (good order / working) | | | | | | | | |  |
|  |  | | | | | | | | |  | **Date:** | | **Time:** |

|  |  |
| --- | --- |
| **car2car1Condition of vehicle-detail. Make a note of areas of damage:** | **General Remarks / Further Action:** |