

## UWG – MONTHLY VEHICLE INSPECTION REPORT

VEHICLE # \_\_\_\_\_ ODOMETER READING: \_\_\_\_\_ DATE: \_\_\_\_\_

ITEM	OK	ISSUE	COMMENTS
<b>GENERAL:</b>			
CHECK GROUND FOR FLUID LEAKS			
UNUSUAL NOISIES OR VIBRATIONS			
DAMAGE TO INTERIOR / EXTERIOR			
INTERIOR / EXTERIOR CLEAN			
SEAT BELTS WORKING			
<b>BRAKE SYSTEM:</b>			
ADEQUATE BRAKING POWER			
EMERGENCY BRAKE			
<b>LIGHTING DEVICES:</b>			
HEAD/TAIL/BRAKE LIGHTS			
TURN SIGNALS			
LICENSE PLATE LIGHT			
DASHBOARD INDICATOR LIGHTS			<b>WHICH:</b>
<b>TIRES:</b>			
TIRE PRESSURE – LOW OR FLAT			
TIRE TREAD			
<b>WINDSHIELD:</b>			
WINDSHIELD CRACKS			
WIPER BLADES			
<b>A/C OR HEAT CONTROLS:</b>			
A/C WORKING			
HEAT WORKING			
<b>ACCESSORIES: (IF APPLICABLE):</b>			
REAR VIEW CAMERA			
<b>ADDITIONAL COMMENTS:</b>			

EMPLOYEE NAME: \_\_\_\_\_ SUPERVISOR INTIAL: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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FLEET SERVICES COORDINATOR:

INITIAL: \_\_\_\_\_ DATE: \_\_\_\_\_ ARI CONFIRMATION #: \_\_\_\_\_

Revised Nov. 2021