

CHECKLIST | DAILY VEHICLE



Presented by Business Insurance Service

Inspector Name:	Date:
Inspector Signature:	Vehicle Type:
VIN Number:	Licence Plate Number:
Odometer Reading:	Driver's Signature:

DESCRIPTION	SATISFACTORY	DEFECTIVE	N/A	COMMENTS
Condition & function of seat belts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Head restraint adjustment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mirror adjustment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
First-aid kit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Torch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Warning triangle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vehicle handbook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Washers and wipers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fuel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Engine oil level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coolant level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Windscreen wash level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Brake/clutch fluid/ Power steering fluid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Condition of battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Oil or waste leaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Condition of windscreen wiper blades	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cleanness of windscreen, windows, mirrors, lights, number plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Security of load, trailer, roof rack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Condition of tyres	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Availability of spare wheel and jack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

This checklist is of general interest and is not intended to apply to specific circumstances. It does not purport to be a comprehensive analysis of all matters relevant to its subject matter. The content should not, therefore, be regarded as constituting legal advice and not be relied upon as such. In relation to any particular problem which they may have, readers are advised to seek specific advice. Further, the law may have changed since first publication and the reader is cautioned accordingly. © 2013-2015 Zywave, Inc. All rights reserved.