

## Daily Vehicle Inspection Checklist

Date:

Vehicle #:

<input type="checkbox"/>	<b>Body and Underside:</b> no damage that can affect roadworthiness.
<input type="checkbox"/>	<b>Mirrors:</b> clean and properly adjusted.
<input type="checkbox"/>	<b>Windshield:</b> clean and free from damage that obscures vision.
<input type="checkbox"/>	<b>Tires:</b> inflated to the correct pressure, sidewalls in good condition, tread adequate, and lug nuts tight.
<input type="checkbox"/>	<b>Fluid levels:</b> oil, transmission, coolant, power steering, brake, and windshield washer fluids at recommended levels.
<input type="checkbox"/>	<b>Battery:</b> connections free of corrosion and properly attached; support bracket(s) secure.
<input type="checkbox"/>	<b>Lights:</b> headlights, tail lights, brake lights, turn signals, hazard/warning lights functioning properly.
<input type="checkbox"/>	<b>Spare tire:</b> serviceable, properly inflated, and easy to access.
<input type="checkbox"/>	<b>Tools:</b> jack, lug wrench, wheel blocks, tire pump, tire pressure gauge, battery jumper cables, and other tools appropriate for the area and driving conditions.
<input type="checkbox"/>	<b>Spare parts:</b> belts, hoses, fuses, tire repair kit and other appropriate spare parts for the area and vehicle.
<input type="checkbox"/>	<b>First aid kit:</b> fully stocked and accessible to passengers.
<input type="checkbox"/>	<b>Fire extinguisher:</b> fully charged and securely stored.
<input type="checkbox"/>	<b>Radio/cell phone:</b> functioning properly and adequate airtime (if applicable).
<input type="checkbox"/>	<b>Seat belts:</b> functioning properly in front and rear.
<input type="checkbox"/>	<b>Fuel:</b> adequate fuel for journey.
<input type="checkbox"/>	<b>Wipers / Horn:</b> in good working order.
<input type="checkbox"/>	<b>Brakes:</b> pedal and hand brake functioning properly.
<input type="checkbox"/>	<b>Steering:</b> functioning properly.
<input type="checkbox"/>	<b>Vehicle documents:</b> vehicle registration, insurance, ownership, and other documents required by local authorities (e.g. road tax, travel/transit permits) in the vehicle.
<input type="checkbox"/>	<b>Logbook:</b> contains relevant maps, maintenance schedule, daily vehicle inspection checklist, emergency contact information, accident procedures, and other documents appropriate to the local conditions.

### Optional Equipment appropriate to conditions and/or required by local law

<input type="checkbox"/>	<b>2 or more spare tires:</b> recommended for extended field trips.
<input type="checkbox"/>	<b>Emergency signals:</b> flares, reflective triangles, whistles, etc.
<input type="checkbox"/>	<b>Extra water/fuel:</b> at least five gallons of each in a durable container.
<input type="checkbox"/>	<b>Recovery equipment:</b> tow rope, sand/mud ladders, shovels and/or axe securely stored. If installed, winch or other specialized equipment functioning properly.