

Pre-trip/Post-trip Inspection Form

Agency _____

Unit ID # _____

Pre-trip Inspection

Date _____

Post-trip Inspection

Mileage _____

Vehicle Component	OK	Defective	Comment
Headlights			
Tail/Brake lights			
Back up Lights			
Back up Alarm			
Turn Signals			
Clearance Lights			
Windshield Wipers			
Interior Lights			
Interior Gauges and Warning System			
Climate Control			
Mirrors			
Parking brakes			
Service brakes			
Steering			
Horn			
Fire extinguisher			
Emergency Exit Windows and Door			
Passenger Doors			
Overall cleanliness			
Fresh body damage			
Tires and Wheels			
Exhaust System			

If Equipped:

Interlock System			
Wheelchair lift and ramp			
Belts and Securement Devices			
First Aid Kit			
Flares and Triangles			
Fire Suppression System			

Driver's Name

Manager's Name

Repair Notes:

[Type here]

[Type here]

Carefully inspect the entire vehicle exterior.

On the illustrations below, locate and note any damage or problems using the following code:

Dent: **X** Scratch: 

Indicate any other damage by circling the area and then describe the damage.

Description of damage



