

Vehicle Condition Report and Check List

Format No.:

Date:

Truck or Trailer No.:

Mileage:

Hour:

Sr.No.	Operation Name	Frequency	Mon	Tues	Weds	Thurs	Fri	Saturn
1	Review Vehicle Condition Report	D						
2	Check for Repair Notices.	D						
3	Engine: Oil and coolant level, Check Nut bolts, hose pipes, Power steering fluid level	D						
4	Check the Batteries Condition, Recent inspection notes and check as security point of view condition.	W						
5	Check Brakes, Air Pressusors & Warning Sinnals	D						
	- Air compressor governor cut in/out (90/20 psi)	D						
	- Service brake and parking brake	D						
	- Drain air reservoirs	W						
6	Steering Check for excessive play, binding and noise, check all mechanical components	D						
7	Check driver cabinate having mobile and porable radio operations, Cleaning, Mirros & glass, Seal belts, all switches, gauges and wipers	D						
8	Check all the lighting Including Emergency warning lights	D						
9	Check tires and Wheels for Damage, tread depth and under inflation, lug nots, wheel inspection.	D						
10	Check transmission for Leaks, ease of operation	D						
11	Check clutch for Excessive travel, smooth operations	D						
13	Check body and compartments - doors and latches, lubricate latches and hinges, grease fittings.	D						
14	Check Toosl and equipments, is all are at proper location and stocked, is there power tools, batteries and chargers re working conditions, proper fit.	D						
15	Is there safety equipments - Fire Extinguisher, reflective markers are at place?, all the safety equipments are ready for work at emergency situation?	W						

* D = Daily W = Week's First Day

REPORT

1	Vehicle Condition is satisfactory (YES / NO)							
2	Driver Signature							
3	Corrective Actions are taken & completed? (YES / NO)							

Mechanical Signature & Date	Driver Signature & Date
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