

Pre and Post Trip Vehicle Inspection Form

Vehicle Information

Date: July 15, 2024

Driver's Name: Michael Roberts

Vehicle Make: Toyota

Vehicle Model: Highlander

Vehicle Year: 2021

Vehicle Identification Number (VIN): 5TDZZRAHXM5S03421

Odometer Reading (Start): 58900

Odometer Reading (End): 59045

Pre-Trip Inspection

1. Engine and Fluids:

- Engine oil: Full
- Coolant level: Sufficient
- Transmission fluid: Adequate
- Brake fluid: Normal

Comments: All fluid levels are within safe operating range.

2. Tires and Wheels:

- Condition of tires: Good, no visible wear
- Air pressure: All tires at 32 psi
- Lug nuts and wheel assembly: Tight and secure

Comments: Tires are in good condition, ready for the trip.

3. Lights and Signals:

- Headlights: Working
- Brake lights: Operational
- Turn signals: Functional

- Emergency flashers: Working

Comments: All lights and signals are functional.

4. Brakes and Mirrors:

- Brake performance: No issues on test brake
- Mirror adjustment and condition: All mirrors adjusted and clear

Comments: Brakes and mirrors are in excellent condition.

5. Safety Equipment:

- Fire extinguisher: Present and charged
- First aid kit: Fully stocked
- Safety triangles: 3 present

Comments: All safety equipment checked and in place.

6. Interior and Controls:

- Steering function: Responsive
- Horn: Loud and clear
- Seat belts: All functioning
- Gauges and controls: All operational

Comments: Interior check complete, all controls functioning.

Pre-Trip General Comments: Vehicle is in excellent condition, ready for departure.

Post-Trip Inspection

- **Overall Vehicle Condition:**

Comments: Vehicle maintained excellent condition throughout the trip.

- **Identified Issues During Trip:**

Comments: No new issues identified.

- **Equipment Left in Vehicle:**

Comments: All equipment accounted for, nothing left behind.

- **Cleanliness and Sanitation:**

Comments: Vehicle clean and sanitized post-trip.

Post-Trip General Comments: The trip went smoothly without any issues; vehicle performed well.

Signatures

Driver's Signature: Michael Roberts

Supervisor's Signature: Laura Johnson (if required)

Notes:

- No mechanical issues noted. The vehicle continues to perform optimally under current maintenance schedules.
- Recommend routine checks continue as per schedule