# VEHICLE INSPECTION REPORT

<table>
<thead>
<tr>
<th>Year, Make Model</th>
<th>Driver &amp; Title</th>
<th>Mileage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Serial Number</th>
<th>Inspected by</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

## TIRES:

- **Left front:**
  - Tread: □
  - Poor Tread: □
  - Uneven Wear: □
  - Sidewall Damage: □
  - Other Damage: □

- **Right front:**
  - Tread: □
  - Poor Tread: □
  - Uneven Wear: □
  - Sidewall Damage: □
  - Other Damage: □

- **Left rear:**
  - Tread: □
  - Poor Tread: □
  - Uneven Wear: □
  - Sidewall Damage: □
  - Other Damage: □

- **Right rear:**
  - Tread: □
  - Poor Tread: □
  - Uneven Wear: □
  - Sidewall Damage: □
  - Other Damage: □

- **Spare:**
  - Tread: □
  - Poor Tread: □
  - Uneven Wear: □
  - Sidewall Damage: □
  - Other Damage: □

Other Damage Notes: Please specify:

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## GLASS:

- **Front Windshield:**
  - No Damage: □
  - Scratches: □
  - Specify where: □

- **Back Window:**
  - No Damage: □
  - Scratches: □
  - Specify where: □

- **Driver's Side:**
  - No Damage: □
  - Scratches: □
  - Specify where: □

- **Passenger's side:**
  - No Damage: □
  - Scratches: □
  - Specify where: □

- **Other:**
  - No Damage: □
  - Scratches: □
  - Specify where: □

## MECHANICAL:

- **Engine:**
  - Smooth: □
  - Rough: □
  - Burns Oil: □
  - Other: □

- **Transmission:**
  - Smooth: □
  - Slips: □
  - Leaks Oil: □
  - Other: □

- **Brakes:**
  - Quiet: □
  - Noisy: □
  - Pulls to side: □
  - Other: □

- **Front end & Steering:**
  - Needs aligned/tightened: □
  - Pulls to side: □
  - Other: □

- **Other (Radiator, A/C, Muffler, etc.):**
  - Smooth: □
  - Other: □

Company car maintenance record in glove compartment and current? □ Yes □ No

## Metal & Paint

<table>
<thead>
<tr>
<th>Metal &amp; Paint</th>
<th>No Damage</th>
<th>Dented</th>
<th>Rusted</th>
<th>Faded</th>
<th>Chipped</th>
<th>Scratched</th>
<th>Other: Please specify</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top of Car</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td></td>
</tr>
<tr>
<td>Engine hood</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
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<td>□</td>
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<tr>
<td>Grille</td>
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<td>□</td>
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<tr>
<td>Front bumper</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
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<td>□</td>
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</tr>
<tr>
<td>Left front fender</td>
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<td>□</td>
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<td>□</td>
<td>□</td>
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<tr>
<td>LF door &amp; rocker panel</td>
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<tr>
<td>LR door &amp; rocker panel</td>
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<tr>
<td>Left rear fender</td>
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<td>□</td>
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<tr>
<td>Trunk deck</td>
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<td>□</td>
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<td>□</td>
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<tr>
<td>Rear bumper</td>
<td>□</td>
<td>□</td>
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<tr>
<td>Right rear fender</td>
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<tr>
<td>RR door &amp; rocker pane</td>
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</tbody>
</table>

## INTERIOR

<table>
<thead>
<tr>
<th>INTERIOR</th>
<th>No Damage</th>
<th>Soiled</th>
<th>Torn</th>
<th>Worn</th>
<th>Other: please specify</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front seat</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td></td>
</tr>
<tr>
<td>Rear seat</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td></td>
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<tr>
<td>Headliner</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td></td>
</tr>
<tr>
<td>Front mat/rug</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td></td>
</tr>
<tr>
<td>Rear mat/rug</td>
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</tr>
</tbody>
</table>

(Rev 4/2020)