

Fleet Vehicle Pre-Trip Inspection

Driver & Vehicle Details

Driver Name

Vehicle ID / Number

Date

Odometer Reading

Inspection Time

Exterior Inspection

☐

Tires / Wheels

☐

Lights (Head/Tail/Brake)

☐

Mirrors

☐

Windows

☐

Body Damage

Fluid Levels

☐

Oil Level

☐

Coolant

☐

Brake Fluid

☐

Washer Fluid

Interior Inspection

☐

Seat Belts

☐

Horn

☐

Gauges

☐

Heater/Air Conditioning

Safety Equipment

☐

Spare Tire & Tools

☐

First Aid Kit

☐

Warning Triangle

☐

Fire Extinguisher

Remarks / Issues Found

Inspector Signature