

Delivery Route Completion Checklist

Driver Name

Vehicle/Route #

Date

Pre-Route Checks

☐ Vehicle inspected (tires, lights, fluids) ☐ All delivery documents prepared ☐ Parcels loaded and secured

During Route

☐ Drove safely and within speed limits ☐ All scheduled deliveries completed ☐ Unsuccessful deliveries reported

Post-Route Checks

☐ Vehicle checked for left items ☐ Delivery documents returned/updated ☐ Vehicle cleared and parked securely

Completion

Time Route Completed

Driver Signature