



AUTOMOBILE CHECK SHEET

*The following is a **voluntary** tool to assist staff in ensuring that his/her vehicle achieves and maintains basic safety standards for personal and professional use. Refer to the vehicle's owner manual for additional specifications.*

LIGHTS:

Headlights	Lenses _____ High _____ Low _____	
Signal Lights	Lenses _____ Front __R__ L__	Rear __R__ L__
Reverse Lights	Lenses _____	Operating Y__ N__
Marker Lights	Lenses _____ Front R__ L__	Rear R__ L__

TIRES

Tread	Front R OK__ Showing Wear__ Needs Replacement__ Rear R OK__ Showing Wear__ Needs Replacement__ Front L OK__ Showing Wear__ Needs Replacement__ Rear L OK__ Showing Wear__ Needs Replacement__
Inflation	Front R OK__ LOW__ Rear R OK__ LOW__ Front L OK__ LOW__ Rear L OK__ LOW__

BODY

Mirrors	Right OK__ Needs Repair__ Left OK__ Needs Repair__ Rearview OK__ Needs Repair__
Handles	Front R OK__ Needs Repair__ Rear R OK__ Needs Repair__ Front L OK__ Needs Repair__ Rear L OK__ Needs Repair__
Gas Door	OK__ Needs Repair__

TRUNK

Spare Tire OK__ Showing Wear__Needs Replacement
Spare Tire Inflation OK__ Low__

Jack OK__ Needs Repair/Replacement__

Lug Wrench OK__ Needs Repair/Replacement__

Emergency Kit Booster Cables__ Shovel__ Flashlight__
Warm Clothes__

First Aid Kit OK__ Update/Replace__