

Driver: _____

Date: _____

Vehicle #: _____

	Before Shift	After Shift	Comments
MILEAGE			
BLOCK HEATER (267 & 874)	UNPLUG	PLUG IN	
PASSENGER COMPARTMENT			
Instruments / Gauges			
Horn			
Windshield wipers			
Windshield			
Seats / Seatbelts			
Air Conditioner / Heater			
Interior Carpet / Vinyl			
Floor mats - clean			
Swept or vacuumed	Y/N	Y/N	
Dash and console - clean			
Registration & Insurance			
TIRES AND WHEELS			
Tires aired properly			
Hub caps present / condition			
Wheel / chair lift/if applicable			
LIGHTS			
Headlights			
Tail lights			
Turn signals - front			
Turn signals - rear			
Brake lights			
License plate light			
BRAKE SYSTEM			
Parking brake test			
Brake pedal travel			
EXTERIOR BODY			
Bumpers			
Hood			
Doors / Tailgate			
Floor panels and inner panels			
Wash bus or van	Y/N	Y/N	
FLUIDS			
Oil change (every 5,000 miles)			
Oil level			
Radiator (overflow)			
Windshield washer fluid			
Brake fluid			
Transmission fluid			
Power steering fluid			
Fuel cap in place			
Is fuel level 3/4 full or above?	Y / N	Y / N	
ENGINE COMPARTMENT			
Air filter			
Shocks			
Belts and Hoses			
Battery Cables / Terminals			

Comments: (If use a second Vehicle use comment line)