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| **VEHICLE INSPECTION AND MAINTENANCE FORMS** |

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| Vehicle # |  | Employee |
|  |  |  |
| Odometer |  | Date |

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|  |  | **Pre-inspection** |  |
|  |  | Print, review, and attach a copy of service detail |  |
|  |  | Review any current write-ups for this vehicle |  |

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|  | **Odometer** |  | **Date** |  | **Most recent** |
|  |  |  |  |  | Oil change |

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| Inspect | Repair |  | Comments |
| OK | Needed |  |  |

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|  |  | **Pre-trip inspection** |  |
|  |  | Gauges |  |
|  |  | Switches and controls |  |
|  |  | Driver area condition |  |
|  |  | Passenger area condition |  |

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|  |  | **Road test** |  |
|  |  | Starting |  |
|  |  | Steering |  |
|  |  | Acceleration |  |
|  |  | Braking |  |
|  |  | Transmission |  |
|  |  | Heating and air conditioning |  |

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|  |  | **Engine compartment: engine running** |  |
|  |  | Listen for and investigate any unusual noises |  |
|  |  | Transmission fluid level and condition |  |

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|  |  | **Engine compartment: engine off** |  |
|  |  | Cooling system, coolant level and condition |  |
|  |  | Brake fluid level |  |
|  |  | Power steering fluid level and condition |  |
|  |  | Windshield washer fluid level and condition |  |
|  |  | Fuel lines and connections |  |
|  |  | Inspect and adjust drive belts as needed |  |
|  |  | Coolant hoses for leaks and wear |  |
|  |  | Exposed wiring and vacuum hoses for wear |  |
|  |  | **Freightliner only:** |  |
|  |  | Clean engine crankcase breather |  |
|  |  | Clean and test after-cooler core as needed |  |
|  |  | Clean radiator as needed |  |

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|  |  | **Undercarriage** |  |
|  |  | Tire condition and inflation |  |
|  |  | Wheel condition and lug nut torque |  |
|  |  | Steering linkage for wear |  |
|  |  | Front suspension for looseness or wear |  |
|  |  | Rear suspension for looseness or wear |  |
|  |  | Wheel bearings and seals, front and rear |  |
|  |  | Brake caliper and rotor condition |  |
|  |  | Brake pad condition |  |
|  |  | Parking brake unit condition |  |
|  |  | Differential for leaks |  |
|  |  | Driveline and U-joint condition |  |
|  |  | Transmission for leakage |  |
|  |  | Exhaust system for leaks or damage |  |
|  |  | **Ford only:** |  |
|  |  | Change engine oil and oil filter |  |
|  |  | **Freightliner only:** |  |
|  |  | Lube suspension, steering, and driveline |  |

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|  |  | **Wheelchair lift** |  |
|  |  | Cycle lift, inspect, and listen for noises |  |
|  |  | Lubricate lift pivot points |  |

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|  |  | **Other scheduled maintenance** |  |
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|  |  | **Other unscheduled maintenance** |  |
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