*Complete this form for safety inspections for rarely utilized, but essential or seasonal vehicles*. This form is not to be used for monthly inspections.

|  |  |  |
| --- | --- | --- |
| **Vehicle State ID:**        | **Vin:**       | **Odometer:**       |
| **Comments:**      |
| **Outside Inspection:** |  |  |  |
| Checked all tires for appropriate pressure | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked for sidewall damage | OK [ ]  | Needs Attention [ ]   | Immediate Attention [ ]  |
| Checked windshield for cracks or chips | OK [ ]   | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked for spare | OK [ ]  | Needs Attention [ ]   | Immediate Attention [ ]  |
| Checked for Jack | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked for tread depth | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
|  |  |  |  |
| **Under the hood:** |  |  |  |
| Checked for signs of animal infestation | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked for leaks around hoses | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Visual inspection of belts for cracks | OK [ ]  | Needs Attention [ ]   | Immediate Attention [ ]  |
| Checked oil | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked transmission fluid | OK [ ]  | Needs Attention [ ]   | Immediate Attention [ ]  |
| Checked antifreeze | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked windshield washer fluid | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked for corrosion on battery terminals | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked for clean air filter | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
|  |  |  |  |
| **Inside Inspection:** |  |  |  |
| Checked for signs of animal infestation | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked to ensure vehicle starts | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked headlights | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked brake lights | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked turn signals | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked flashers | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked horn | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked A/C and heater | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked for state insurance card | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
| Checked for state fuel card | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]   |
| Checked for maintenance packet (if applicable) | OK [ ]  | Needs Attention [ ]  | Immediate Attention [ ]  |
|  |  |  |  |
| **Notes:**  |
| **[ ] Reported to appropriate agency personnel. Name of person issues were reported**:       |
|  |
| **Your Signature**: Reviewed 1/18 |  **Date:**  |
|  |  |