

Vehicle Inspection

completed by Tom Brown

at time 13:50:19

on date 25/06/2021



WIDGETS LTD

Licence Plate Number PG502

Make Toyota

Model Starlet

Vehicle Pre-Use Checks	Response	Actions Required
Lights: Brake lights working	Good	
Lights: Headlights working on both low and high beam	Good	
Lights: Indicator lights working	Needs Repair	Left indicator is broken
Lights: Running lights working when engine running	Good	
Brakes: Hand brake operating effectively	Good	
Brakes: Foot brake operating effectively	Good	
Horn: Working ok	Good	
Windscreen: Clean, no cracks or chips	Good	
Tow Bar: In good condition, no cracks	Good	
Seat Belt: In good condition	Good	
Internal Inspection: Vehicle clean and tidy, no loose items in passenger compartment	Good	
External Inspection: No visible damage to vehicle	Good	
Oil: Full to required level	Good	
Radiator Reservoir: Full to required level	Good	
Brake Fluid: Full to required level	Good	
Windscreen Cleaning Fluid Reservoir: Full to required level	Good	
Tires & Tread: No damage or uneven wear; good tread depth	Good	
Tire Pressure: To manufacturer's recommendation (including spare)	Good	
Spare Tire and Jack: In good order and condition	Good	
Vehicle Safety Kit: Contents complete and in good condition	Good	
Fire Extinguisher: In good condition and currently certified	Good	
PPE Items are available and fit for purpose: overalls, safety glasses, steel cap boots, wet weather gear, hi vis vest, lockout tags	Good	

Signature: *Tom Brown*

Declaration that all vehicle checks have been carried out to the best of my ability