

Storage Vehicles: Monthly Auto Check

grace:
Always more.

Owner's Name: _____

Vehicle Make & Model: _____ Vehicle ID: _____

Date In: _____ Colour: _____ Date Out: _____

	12 month calendar, nominate Year:												Comments:	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Date:	Details
Run engine (approx 20 mins)														
Run airconditioning														
Depress brake and clutch pedals														
Work all gears														
Check all tyres and tyre pressure														
Remove all wheels														
Work all electric windows														
Check all fluid levels (top up if required)														
✓ Oil														
✓ Water														
✓ Petrol														
✓ Battery														
✓ Brake & Clutch														
Wash vehicle														
Check vehicles condition to survey														
Completed By: (Initials)														
Preparation for Collection:	Check tyres and inflate if necessary													
	Check all fluids and oils, water and battery (top up if necessary)													
	Clean battery and terminals and charge battery if required													
	Start vehicle and test while (if) on blocks													
	Test drive, checking brake, clutch transmission and all gauge operations													
	Wash vehicle prior to handover													