|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| BangorLogoRGBLandscape | | | **SAMPLE Weekly Vehicle Inspection / Maintenance Checklist** | | | | | | |  | **Note Vehicle Damage:**  **car2**    **car1** | |
| **Vehicle:** | |  | | | | | | | |  |
| **Registration:** | |  | | | | **Mileage:** | |  | |  |
|  | | | | | | | | | |  |
| **Mark each item to side with:** | | | | | | | | | |
| **✓** | **Satisfactory** | | | **🗴** | **Defective** | | **N/A** | | **Not Applicable** |  |
|  | | | | | | | | | |  |
| **Include any relevant comments:** | | | | | | | | | |  |
|  | **Windscreen / Windows** (clean / undamaged) | | | | | | | | |  |
|  | **Mirrors** (present / undamaged) | | | | | | | | |  |
|  | **Lights (reversing / head / brake / side / indicators / number plate)** (working / undamaged) | | | | | | | | |  |
|  | **Tyre Pressure (incl. spare wheel)** (correct as per guidance) | | | | | | | | |  | **General Remarks / Further Action:** | |
|  | **Tyre Wear (incl. spare wheel)** (minimum 1.6mm tread depth and even wear pattern) | | | | | | | | |  |
|  | **Seat Belts** (available / working) | | | | | | | | |  |
|  | **General Cleanliness** (good / poor) | | | | | | | | |  |
|  | **Number Plates** (visible) | | | | | | | | |  | **Check Completed By:** | |
|  | **Electric Vehicles: Charging Cable / Connection Point (vehicle & charging point)** (good order / clean) | | | | | | | | |  | **Date:** | **Time:** |