

Vehicle Number	Year-Make-Model	Body Style	Tag Number	Odometer reading
Department	Contact Person	Telephone/Email	Inspector	Date

Jacksonville State University Vehicle Safety Inspection Form

External Inspection	Pass	Deficiency
1. Windshield has no cracks that impeded drivers view.		
2. Windshield wipers operational and blades in good condition.		
3. Doors and tailgate latches/hinges functioning. Stay shut when force applied.		
4. Side view mirrors are intact and are free of cracks.		
5. Lights, signals, indicators, flashers, tag lights, and lenses all intact and functional.		
6. Tire pressure correct. Adequate tire tread depth. Wheel and stud/nuts all intact. Enter tread depths. LF RF LR RR (32nds inch)		
Internal Inspection		
7. Steering wheel turns properly (not loose or binding). Column switches functioning.		
8. Instrument panel gauges and indicator lights operational and in appropriate ranges.		
9. Instrument panel is free of system malfunction indications.		
10. Rear view mirror intact and holds adjustment.		
11. Horn operational.		
12. Seating secured to frame.		
13. Seatbelts intact and operational.		
Under hood Inspection		
14. Hood latch holds securely and release mechanism operates properly.		
15. Motor mounts intact and without damage.		
16. Fuel system free of leaks.		
17. Exhaust system free of leaks.		
18. Brake components free of leaks and operational.		
19. Battery securely fastened.		
20. Belts in good condition and properly tensioned.		
21. Fluid levels at appropriate fill.		
Beneath the Vehicle Inspection		
22. Floor free of openings that allow exhaust gas to enter and can support weight.		
23. Braking system free of leaks/frays.		
24. No damage other than wear to drums or rotors. Diameter and thickness is within spec. Brake lining thickness remaining. LF RF LR RR (32nds inch)		

	Pass	Deficiency	
Road Test Inspection			
25. Parking brake has appropriate holding resistance.			
26. Brakes have adequate stopping power and do not lock up or pull vehicle when applied.			
27. Check that vehicle can be driven both forward and backward.			
28. Check steering for safe operation.			
29. Check speedometer and odometer operation.			
<p style="text-align: center;"><u>NOTE!!</u></p> <p>Attach detailed repair invoice to confirm proper repairs to any area that requires attention.</p>			
Item Number	Date Corrected	Initials	Description of Repairs