

# PRE-TRIP VEHICLE INSPECTION REPORT

*This document is provided as an example of the pre-trip inspection form and contains all critical inspection items. Completed forms should be retained by the district.*

**Highlighted lines are critical items which may require repair before service. Seek guidance before use.**

<b>Vehicle #</b>				<b>Pass = P</b>				<b>Fail = X</b>		
	Trip 1	Trip 2	Trip 3	Trip 4	Trip 5	Trip 6	Trip 7	Trip 8	Trip 9	Trip 10

Under Hood	Trip 1	Trip 2	Trip 3	Trip 4	Trip 5	Trip 6	Trip 7	Trip 8	Trip 9	Trip 10
Water/Coolant Level										
Engine Oil Level										
Belts/Hoses										
Oil/Fuel/Liquid Leaks										

Walk Around	Trip 1	Trip 2	Trip 3	Trip 4	Trip 5	Trip 6	Trip 7	Trip 8	Trip 9	Trip 10
Headlights										
ID lights										
Amber Warning Lights										
Red Warning Lights										
Front Turn Signals										
Rear Turn Signals										
Tail Lights										
Reverse Lights										
Brake Lights										
Strobe Light										
Retroreflective Tape										
Rims/Lug Nuts										
Tires										
Exhaust system										
Crossover Mirrors										
Rearview Mirrors										
Stop arm/stop sign										
Battery										

Inside Vehicle	Trip 1	Trip 2	Trip 3	Trip 4	Trip 5	Trip 6	Trip 7	Trip 8	Trip 9	Trip 10
Floors clean										
Seats										
Windows										
Fire Extinguisher										
Emergency Triangles										
First Aid Kit(s)										
Emergency Exits/Buzzers										
Service Door										

Driver Position	Trip 1	Trip 2	Trip 3	Trip 4	Trip 5	Trip 6	Trip 7	Trip 8	Trip 9	Trip 10
Service Brake										
Emergency Brake										
Oil Pressure										
Air Pressure										
Wiper/Washer										
Fuel Level										
Turn Signal Indicator										
Amber/Red Warning Light										
Steering Wheel										
Horn										

<b>Date of Trip (MM/DD)</b>										
<b>Time of trip (HH:MM AM/PM)</b>										
<b>Driver Initials</b>										

**Comments:** \_\_\_\_\_

