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| Rank / Name (Last, First, MI) | Company:Department:Ward / Floor: |
| Vehicle Make: Vehicle Model: | Driver License Number: Driver License State:Expiration Date: |
| Vehicle Color: Vehicle Year: | License Plate Number:License Plate State:Expiration Date: |
| **ITEM** | **WHAT TO CHECK** | **WHAT TO LOOK FOR** | **CHECKOFF** |
| **Tires** | ConditionNOTE: No mixing of radial tires/bias tiresSpare tire | Tread depth, wear, weathering, evenly seated, bulges, imbedded objects, cuts, breaks. At least on mm of tread over entire surfaceUse a penny and place it in the tire treadLincoln’s head facing you and toward the tireIf you can see all of Lincoln’s head it is not okSpare tire (inflated), jack, lug wrench | FrontPass | RearFail |
| **Lights** | Head lightsTail lightsBrake lightsTurn signalsBackup lightsFour-way flashersLicense plate light | Both high and low beams operational, cracked, condensation, securedLenses intact, tail lights work when turned on (red)Lenses intact, brake lights work when brake is applied (red)Lenses intact, left and right turn signals blink(red lights in rear and yellow lights in front)Lenses intact, left and right backup lights work (White Light)Lenses intact, left and right turn signals flash/blink at the same timeLenses intact, does light stay on | LeftLeftLeftFront LeftRear LeftLeftFront LeftRear LeftPass | RightRightRightFront RightRear RightRightFront leftFront RightFail |
| **Windshield****/ Windows /****Wipes** | WindshieldRear WindowWindowsWindow ControlsWindshield Wipers | Not cracked, broken or scratched to the degree that impairs visionNot cracked, broken or scratched to the degree that impairs visionWindows go up and down, not scratched or tinted to the degree that impairs visionCheck handles, push electric buttonsBoth wipers are installed on vehicle, windshield wipers work, blades show signs of wear | PassPassPassPassPass | FailFailFailFailFail |
| **Mirror** | Mirror outsideMirror inside | Missing, crackedMissing, cracked | PassPass | FailFail |
| **Bumpers** | Bumper FrontBumper Rear | Missing, lose, brokenMissing, lose, broken, bent in any way to cause a hazard | PassPass | FailFail |

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| **ITEM** | **WHAT TO CHECK** | **WHAT TO LOOK FOR** | **CHECKOFF** |
| **Brakes** | BrakesEmergency Brakes | Foot pedal cannot travel more than half way to floor, does brake light stay onProperly adjusted, check emergency brake by:pull/push emergency brake, apply foot brake, gently press gas pedal and ensure brake holds vehicle | FrontPass | RearFail |
| **Interior** | HornDefroster FrontDefroster RearEmergency EquipmentHeater | Does it workEnsure hot air blows out above the dashCheck light on dash, if in the winter, ensure it works by allowing the rear windshield to clear upOPTIONAL First aid kit, warning triangle, flashlight, fire extinguisher, blanket, flares, shovel, chains, tools, etc. (Check host nation laws for any additional equipment required)Ensure heater works | PassPassPassPassPass | FailFailFailFailFail |
| **Seatbelts** | Seatbelt Front/Rear(Include shoulder harness during inspection, may have a center seat belt) | Missing, frayed, does not snap | Front | Rear |
| **License****/ Decals /****Insurance** | State Driver’s LicenseInstallation DecalLicense Plate (License plates match windshield decal –Europe only)Insurance | Expired, missing Missing, needs replacingExpired, check sticker/decal to ensure plate is currentDoes the operator have valid insurance | PassPassPassPass | FailFailFailFail |
| **Under the Hood** | BrakeWindshield WasherBatteryPower SteeringHoses | Filled to the appropriate levelWindshield washer fluid - increased usage during winter monthsCheck the color indicator on the battery – check terminals, clean and tight, battery held down securelyFilled to appropriate levelCuts, cracks, leaks, bulges, chaffing, deterioration | PassPassPassPassPass | FailFailFailFailFail |

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| Inspector Rank & Name: | Signature: |
| Operator Rank & Name:  | Signature:  |
| Dept. Head/OIC/SEL/Service Chief/NCOICSupervisor Approval:  | Signature: |
| Date Inspection Conducted:  | Date of Follow-upInspection if necessary: |

Leave / Pass /

Holiday Dates: