

Car Approved Preparation Standard Checklist

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|---------------------------------------------|-------------------|------------------|
| Vehicle Details; (from V5 document)R/O No.: | Registration: | Colour: |
| Make: | Model: | MOT Test Date: |
| Reg date: | Recorded Mileage: | Chassis VIN No.: |

| | | Standard Met | Action Required | Items Rectified | N/A |
|---------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|--------------|-----------------|-----------------|-----|
| 1. Vehicle History | VIN Inspection | | | | |
| | Vehicle history report obtained | | | | |
| | Scheduled maintenance performed (inc timing belt) | | | | |
| | Current MOT certificate (if applicable) | | | | |
| | Engine number check | | | | |
| 2. Road Test Operation/ condition of: | Cruise Control (if applicable) | | | | |
| | Starting system, general performance & behaviour of the vehicle | | | | |
| | Clutch, transmission, steering, suspension & brakes including A.B.S. | | | | |
| | No evidence of abnormal noises | | | | |
| | No visual fluid leaks after road test | | | | |
| | Gauges operate properly | | | | |
| | Check battery & starter motor start engine with ease from both hot & cold | | | | |
| | Efficiency of parking brake | | | | |
| | Check to ensure no excessive visual emissions from exhaust | | | | |
| | Check no engine management lights are illuminated on test drive or when engine idling | | | | |
| Engine Cooling fans operates at appropriate temperature | | | | | |
| 3. Vehicle Exterior Operation/ condition of: | No dents that have either cracked paint or are larger than 50 mm in diameter | | | | |
| | Windscreen free from any damage that would exclude the vehicle from an MOT test | | | | |
| | No signs of bodywork corrosion | | | | |
| | Exterior mirrors | | | | |
| | All structural body repairs/accident damage have been repaired using manufacturer approved methods | | | | |
| | Ensure correct body panel fitting & alignment | | | | |
| | Operation of fuel filler system including petrol caps & lever release system | | | | |
| | Bonnet catch, safety catch, hinges, tailgate supports | | | | |
| | Door locks & central locking including child safety locks | | | | |
| Exterior trim for security & correct fitment | | | | | |
| 4. Vehicle Interior Operation/ Condition of: | Wipers & washers | | | | |
| | Visual & audible driver warning systems | | | | |
| | Rear view mirror /sun visors | | | | |
| | Parking assistance systems | | | | |
| | Navigation system | | | | |
| | Interior lights | | | | |
| | Instruments, gauges & controls | | | | |
| | Door windows (manual / electric) | | | | |
| | Convertible roof mechanism (if applicable) | | | | |
| | Audio & alarm systems | | | | |
| | All internal equipment (e.g. cigarette lighters, sun visors, arms rests etc.) | | | | |
| | All exterior lighting equipment & respective control lights & cluster illumination | | | | |
| | Air-conditioning, heating & demist systems | | | | |
| | Sunroof mechanism | | | | |
| | Operation & condition of seatbelts / mountings | | | | |
| No evidence of water ingress | | | | | |
| No interior trim / dashboard for tears, holes, burns or excessive soiling | | | | | |

