

# Car Approved Preparation Standard Checklist

Approved Dealer

|                                             |                   |                  |
|---------------------------------------------|-------------------|------------------|
| 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                          |              |                 |                 |     |

...continued

Comments

Dealer Signed ..... Date .....

Dealer Stamp: