Rac Approved Dealer

Car Approved Preparation Standard Checklist

Vehicle Details; (from V5 document)R/0 No.:		Registration:	Colour:					
Make:		Model:	MOT Test	Date:				
Reg date:		Recorded Mileage:	Chassis	/IN No.:				
				Standard Met	Action Required	Items Rectified	N/A	
1. Vehicle History	VIN Inspection							
	Vehicle history report obtained							
	Scheduled maintenance performed (inc timir	ng belt)						
	Current MOT certificate (if applicable)							
	Engine number check							
2. Road Test	Cruise Control (if applicable)							
	Starting system, general performance & beh	aviour of the vehicle						
	Clutch, transmission, steering, suspension &	brakes including A.B.S.						
	No evidence of abnormal noises							
	No visual fluid leaks after road test							
Operation/	Gauges operate properly							
condition of:	Check battery & starter motor start engine w	ith ease from both hot & cold						
	Efficiency of parking brake							
	Check to ensure no excessive visual emission	is from exhaust						
	Check no engine management lights are illur	ninated on test drive or when engine idling						
	Engine Cooling fans operates at appropriate	temperature						
	No dents that have either cracked paint or ar	e larger than 50 mm in diameter						
	Windscreen free from any damage that would	d exclude the vehicle from an MOT test						
	No signs of bodywork corrosion							
	Exterior mirrors							
3. Vehicle Exterior Operation/	All structural body repairs/accident damage	have been repaired using manufacturer approved m	ethods					
condition of:	Ensure correct body panel fitting & alignmen	t						
	Operation of fuel filler system including petro	ol caps & lever release system						
	Bonnet catch, safety catch, hinges, tailgate su	upports						
	Door locks & central locking including child s	afety locks						
	Exterior trim for security & correct fitment							
4. Vehicle Interior	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)							
Operation/	Convertible roof mechanism (if applicable)							
Condition of:	Audio & alarm systems							
	All internal equipment (e.g. cigarette lighters	, sun visors, arms rests etc.)						
	All exterior lighting equipment & respective of	control lights & cluster illumination						
	Air-conditioning, heating & demist systems							
	Sunroof mechanism							
	Operation & condition of seatbelts / mounting	qs						
	No evidence of water ingress	-						
	No interior trim / dashboard for tears, holes,	burns or excessive soiling						

		Standard Met	Action Required	ltems Rectified	N/A
	Parcel Shelf or tonneau cover if fitted				
4. Vehicle Interior	All warning lights operate correctly				
Operation/	All drive pedals operate correctly				
Condition of:	SRS warning light functionality				
	Security of seat mountings, head rests & seat adjustment mechanism				
5. Road Wheels & Tyre Checks	Minimum tread depth of 3mm across all tyres inc spare. Tyres depths. OSF: OSR: NSR: NSF: Spare:				
	No evidence of uneven tyre wear or casing damage				
	Tyres have no cuts through to the casing, bulges & no evidence of temporary repairs				
	Road wheels are free from distortion, gouges or visible cracks				
	Carry out battery test & ensure terminals are secure & free from corrosion				
	Engine oil is correct level & dipstick oil sample is free from contamination				
	Coolant antifreeze content, & ensure system is free of visual contamination				
	Check vehicles charging system for minimum output				
	Gearbox fluid levels, manual or automatic are correct				
	All fluid levels are correct; e.g. brake, clutch, power steering, washer & battery				
6. Engine	Auxiliary drive belts, condition & tension				
Compartment	Engine mountings for security & condition				
Checks Operation/	Wiring, pipes, hoses, oil & fuel feed lines for routing; are free from damage, chafing & leaks (where visible)				
condition of	No fluid leaks				
	Cooling system radiator & engine oil cooler/intercooler are free from damage or excessive corrosion				
	No evidence of undue engine noise				
	For hybrid vehicles only:				
	Hybrid cooling system				
	Hybrid power-train mount				
	Hybrid entertainment & information display				
	Exhaust, mountings, clamps & check security of system				
	Exhaust gas leaks				
	Any fluid leaks from engine, drive train, fuel systems				
	Catalytic converter				
7. Underbody	Steering for leaks & security				
Checks	Tie rod ends, CV joints, drive shafts & steering rack including books/covers				
Operation/ Condition of:	Front & rear Springs, Shock absorbers & mounting points				
	No visual evidence of faults to braking components				
	Ensure brake pads have a minimum of 50% material remaining				
	Check underbody for excess corrosion & ensure that the chassis is free from extensive structural repairs				
	Ensure transmission / driveshaft is secure & free from excessive play				
8. Convenience	Fully cleaned & valeted vehicles				
	Owners manual, including locking wheel nut tool (if fitted)				
	2 Keys & remote fobs			1 1	

Comments	Deal
A	
Dealer Signed Date	

Dealer Stamp: