## 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						
	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						
2. Road Test	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	All structural body repairs/accident damage	have been repaired using manufacturer approved m	ethods				
Operation/ 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						
	Wipers & washers						
	Visual & audible driver warning systems						
4. Vehicle Interior	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/ Condition of:	All drive pedals operate correctly				
	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				
7. Underbody Checks Operation/ Condition of:	Exhaust, mountings, clamps & check security of system				
	Exhaust gas leaks				
	Any fluid leaks from engine, drive train, fuel systems				
	Catalytic converter				
	Steering for leaks & security				
	Tie rod ends, CV joints, drive shafts & steering rack including books/covers				
	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				
	Fully cleaned & valeted vehicles				
8. Convenience	Owners manual, including locking wheel nut tool (if fitted)				
	2 Keys & remote fobs				

Comments		De
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Dealer Signed	Date	

Dealer Stamp: