

Car Approved Preparation Standard Checklist

| 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 |
|--|--|-----------------|--------------------|--------------------|-----|
| | VIN Inspection | | | | |
| | Vehicle history report obtained | | | | |
| 1. Vehicle History | Scheduled maintenance performed (inc timing belt) | | | | |
| History | Current MOT certificate (if applicable) | | | | |
| | Engine number check | | | | |
| | 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 | | | | |
| 2. Road Test Operation/ | Gauges operate properly | | | | |
| condition of: | 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 | | | | |
| | 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 | | | | |
| 3. Vehicle Exterior Operation/ condition of: | 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 | | | | |
| | 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) | | | | |
| 4. Vehicle Interior 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 control lights & cluster illumination | | | | |
| | Air-conditioning, heating & demist systems | | | | |
| | Sunroof mechanism | | | | |
| | Operation & condition of seatbelts / mountings | | | | |
| | The state of the s | | | | |
| | No evidence of water ingress | | | | |
| | No interior trim / dashboard for tears, holes, burns or excessive soiling | | | | |

| Parcel Shelf or tonneau cover if fitted All warning lights operate correctly All drive pedals operate correctly SRS warning light functionality Security of seat mountings, head rests & seat adjustment mechanism 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 |
|---|
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| |
| 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 Checks Engine mountings for security & condition |
| 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 Catalytic converter |
| 7. Underbody Steering for leaks & security |
| Checks Operation/ Tie rod ends, CV joints, drive shafts & steering rack including books/covers |
| 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 |
| Fully cleaned & valeted vehicles |
| Owners manual, including locking wheel nut tool (if fitted) |
| 2 Keys & remote fobs |
| Service history (if applicable) |
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| Comments | | Dealer Stamp: |
|---------------|------|---------------|
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| Dealer Signed | Date | |