QEI QUALITY ELECTRIC INC.

Weekly Vehicle Inspection Form

Project Location:		Date:	
Driver Name:			

Unit #:		Mileage:		Next Oil Change:	

☐ Maintenance due within 500 Miles   ☐ Maintenance Past Due

The following items are in good condition:	Yes	No	Problems
Vehicle Exterior			
Signs of leaks under the vehicle	☐	☐	
Tire inflated	☐	☐	
Windows and Mirrors Clean	☐	☐	
Doors Open / Close	☐	☐	
Under Hood			
Oil Level is Acceptable	☐	☐	
Transmission Fluid Level is Acceptable	☐	☐	
Power Steering Fluid Level is Acceptable	☐	☐	
Brake Fluid Level is Acceptable	☐	☐	
Corrosion on Battery	☐	☐	
Hoses *(Dripping Fluids, Cracked or Leaking)*	☐	☐	
Belts not frayed or cracked	☐	☐	
Vehicle Interior			
Clean Interior	☐	☐	
Floor Free of Hazards	☐	☐	
Seat Belts in Good Condition	☐	☐	
Adjust Mirrors	☐	☐	
Check Brakes	☐	☐	
Heater (Spring - Winter - Fall)	☐	☐	
A/C (Spring - Summer - Fall)	☐	☐	
Defrosting System	☐	☐	
Adequate Fuel	☐	☐	
Any Warning Lights on	☐	☐	
Two - way Communication	☐	☐	
Doors Locking	☐	☐	
Electrical			
Turn signals: Front Left, Front Right,	☐	☐	
High Beams	☐	☐	
Low Beams	☐	☐	
Emergency Flashers	☐	☐	
Horn	☐	☐	
Windshield Wipers	☐	☐	
Checked by another person by Mirror			
Turn signals: Back Left, Back Right	☐	☐	
Brake Lights	☐	☐	
Backup Lights	☐	☐	
Safety Equipment			
Reflective Triangles or Flares	☐	☐	
First Aid	☐	☐	
Fire Extinguishers	☐	☐	

QEI
QUALITY ELECTRIC INC.

Weekly Vehicle Inspection Form

Company Requirements			
Automobile Registration, Insurance card, Accident	☐	☐	
Have all employees been instructed on safe backing methods	☐	☐	
Have all employees have been informed of what actions to take in the they are invloved in an accident.	☐	☐	
Seat belt is required at all time's	☐	☐	
Have all Employees been informed of appropriate safety guidelines when hauling loads	☐	☐	
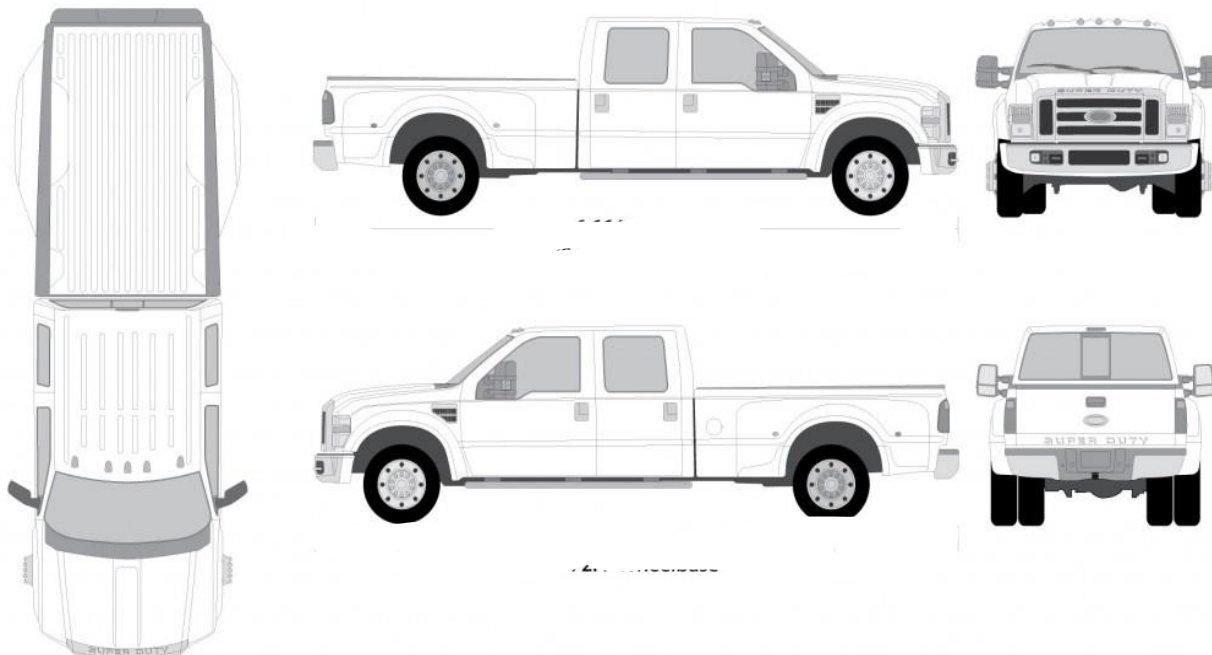
Note Any Body Damage on the Truck By Circling or Drawing on the Picture

Description of Problems:

Driver's Printed Name

Driver's Signature and Date