



Vehicle Pre-Start Inspection Record

Week Of :	Vehicle						
Odometer Start :	Odometer End						
<i>Initial all items that are satisfactory. Indicate problems in the comment section.</i>							
<i>Submit on a weekly basis. Immediate concerns must be followed up.</i>							
CHECKLIST	<i>Mon.</i>	<i>Tues.</i>	<i>Wed.</i>	<i>Thurs</i>	<i>Fri</i>	<i>Sat.</i>	<i>Sun.</i>
Tire inflation, including spare(s) is at correct level and tread in good condition							
No leaking fluid							
Oil level is at appropriate level							
Wiper fluid level is at appropriate level							
Head lights operational							
Signal indicators operational							
Brake lights operational							
Beacon and radio working (If fitted)							
Four-way flashers operational (Hazard Lights)							
First aid kit (properly stocked) in car							
Wipers and sprayers operational							
Horn operational							
Parking brake operational							
Licence plates on car							
Drivers' licence on hand							
Vehicle ownership and insurance on hand							
Engine sounds in good working condition							
Brakes sound in good working condition							

COMMENTS

NOTES FOR DRIVERS

1. All drivers must do a pre-start inspection (and fill in this form).
2. All local, provincial and federal highway regulations (including speed limits) and the theatre's vehicle policies must be followed.
3. No person may operate a vehicle under the influence, of alcohol, drugs, or medicine, or when excessively tired or otherwise impaired.
4. All drivers are responsible for ensuring they are in possession of a valid driver's licence, and that the vehicle they are driving is properly insured.
5. Each driver, and all passengers will wear seatbelts. The driver is responsible for ensuring seat belts are worn.

Driver Signiture : _____