



California State University, Chico

Motor Vehicle Monthly Inspection Checklist

Date License Plate/State ID # Make Model Odometer/Hour Reading Vehicle/Equipment Number: TMA W/O No. Department Employee: (Print) (Signature)

Starter/Battery: (start vehicle) Engine: (noisy, misfires, other) Transmission:(shift into gear and reverse) Brakes: Clutch: (shift into gear and reverse) Electrical: Headlights Horn Tail lights Brake lights Turn signals Emergency flasher Reverse beeper Cooling: Temperature gauge Tires: Tread/Wear Air Pressure

Comments for any items needing attention:

Retain in department files. For any items needing attention, please complete a service request with FMS or notify Vehicle Inspector for Farm vehicles.

Chris Denlay, Vehicle Inspector, FMS, Zip 925 (campus vehicles) Phil Silliman, Vehicle Inspector, University Farm, Zip 270 (farm vehicles)

NOTE: If items needing attention result in unsafe driving conditions, do not operate vehicle or equipment until such time as maintenance is performed.