

Car Owner Monthly Safety Check

10-minute check you can do in your driveway. When in doubt, ask your mechanic.

SHOP DOCS STUDIO
Printable Shop Forms & Guides

UNDER THE HOOD (ENGINE OFF, COOL)

	OK	CHECK
Engine oil level on dipstick	☐	☐
Coolant level in reservoir (never open hot)	☐	☐
Brake fluid level	☐	☐
Washer fluid	☐	☐
Battery terminals clean & tight	☐	☐

TIRES

	OK	CHECK
Pressure matches door-jamb sticker (cold)	☐	☐
Tread depth (penny / gauge)	☐	☐
Uneven wear, bulges or cuts	☐	☐
Spare tire pressure	☐	☐

LIGHTS & VISIBILITY

	OK	CHECK
Headlights low & high	☐	☐
Brake lights (use helper / reflection)	☐	☐
Turn signals & hazards	☐	☐
Wipers & windshield	☐	☐

WHILE DRIVING

	OK	CHECK
Warning lights on dash	☐	☐
Brakes: noise, pull or soft pedal	☐	☐
Steering pull or vibration	☐	☐
Unusual noises or smells	☐	☐

NOTES

INSPECTED BY

DATE

Multi-Point Vehicle Inspection

Green = OK | Yellow = Attention soon | Red = Needs immediate attention

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SHOP / BUSINESS NAME		PHONE		DATE		RO / JOB #	
CUSTOMER NAME			PHONE		EMAIL		
YEAR	MAKE	MODEL	VIN		ODOMETER	PLATE	

UNDER HOOD

	OK	ATTN	FAIL
Engine oil level & condition	☐	☐	☐
Coolant level & condition	☐	☐	☐
Brake fluid level & condition	☐	☐	☐
Power steering fluid	☐	☐	☐
Transmission fluid (if checkable)	☐	☐	☐
Washer fluid	☐	☐	☐
Drive belt(s)	☐	☐	☐
Hoses & clamps	☐	☐	☐
Battery test & terminals	☐	☐	☐
Air filter	☐	☐	☐
Cabin air filter	☐	☐	☐
Visible leaks	☐	☐	☐

UNDER VEHICLE

	OK	ATTN	FAIL
Brake lines & hoses	☐	☐	☐
Exhaust system & hangers	☐	☐	☐
Shocks / struts	☐	☐	☐
Steering linkage & tie rods	☐	☐	☐
Ball joints & bushings	☐	☐	☐
CV boots / driveshaft	☐	☐	☐
Engine / trans mounts	☐	☐	☐
Fluid leaks (oil, coolant, trans)	☐	☐	☐

EXTERIOR & INTERIOR

	OK	ATTN	FAIL
Headlights (low/high)	☐	☐	☐
Brake lights & 3rd brake light	☐	☐	☐
Turn signals & hazards	☐	☐	☐
Reverse & plate lights	☐	☐	☐
Wiper blades	☐	☐	☐
Windshield (chips/cracks)	☐	☐	☐
Horn	☐	☐	☐
Dash warning lights	☐	☐	☐
Seat belts	☐	☐	☐
HVAC operation	☐	☐	☐

TIRES & BRAKES (TREAD IN 32NDS, PADS IN MM)

LF TREAD __/32 PSI __	RF TREAD __/32 PSI __	LR TREAD __/32 PSI __	RR TREAD __/32 PSI __
LF PAD __MM ROTOR OK / ATTN	RF PAD __MM ROTOR OK / ATTN	LR PAD __MM ROTOR OK / ATTN	RR PAD __MM ROTOR OK / ATTN

RECOMMENDATIONS / ESTIMATE NOTES

TECHNICIAN	DATE
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Used Car Pre-Purchase Checklist

Use before buying. A professional pre-purchase inspection is still recommended.

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PAPERWORK

	OK	ISSUE	N/A
Title matches seller / VIN	☐	☐	☐
VIN matches dash, door & title	☐	☐	☐
Vehicle history report reviewed	☐	☐	☐
Open recalls checked (nhtsa.gov/recalls)	☐	☐	☐
Service records available	☐	☐	☐

EXTERIOR & BODY

	OK	ISSUE	N/A
Panel gaps & paint match	☐	☐	☐
Rust (rockers, wheel wells, subframe)	☐	☐	☐
Glass & lights	☐	☐	☐
Tires match & even wear	☐	☐	☐

ENGINE & DRIVETRAIN

	OK	ISSUE	N/A
Cold start: smooth, no smoke	☐	☐	☐
Check engine light off (bulb works key-on)	☐	☐	☐
No leaks under car	☐	☐	☐
Fluids clean, correct level	☐	☐	☐
Scan for codes & monitor readiness	☐	☐	☐

TEST DRIVE

	OK	ISSUE	N/A
Shifts smoothly	☐	☐	☐
Brakes straight & quiet	☐	☐	☐
No clunks over bumps	☐	☐	☐
A/C and heat work	☐	☐	☐
All electronics work	☐	☐	☐

NOTES

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