

## PRE-DELIVERY INSPECTION CHECKLIST

### UNDER HOOD - ENGINE OFF

- Battery cable condition and routing - make sure everything is tight
- Battery hold down - check fastening
- Battery fluid level - acid level should cover plates
- Engine oil level - pull dipstick and make sure level is correct
- Steering gear housing fluid level - check power steering fluid level off
- Brake master cylinder fluid level - check brake fluid
- Windshield washer reservoir fluid level - check
- Radiator coolant level - check only when engine is off and cooled down
- Carburetor requirements for local altitudes - mountain settings, etc.
- Drive belt tensions - check for looseness
- Spark plug wires condition and routing - make sure wires are fastened down correctly
- Air cleaner - check fastening
- Radiator drain hose in place - make sure overflow hose is attached tightly

### UNDER HOOD - ENGINE OPERATING

- Automatic transmission fluid level - check
- Power steering reservoir fluid level - check while on

### UNDER HOOD - ENGINE OPERATING AND HOT

- Initial ignition timing
- Alternator and voltage regulator - operation
- Spark plug and hi-tension wire condition
- Carburetor idle mixture and speed adjustments - check for smooth idle at right speed
- Fast idle speed adjustment (automatic choke engine)
- Hydraulic lines, fittings, connections, and components - check for leaks
- Valve cover leaks - make sure seals are tight

### ON INSIDE

- Total clutch pedal travel and clutch pedal free play (if applicable)
- Accelerator pedal moves smoothly and doesn't stick
- Operation of lights, turn signals, stop signals, courtesy lights, etc.
- Inside locks and door handles - test operation and child locks
- Windows and vents - test operation and fit
- Front seat control - operating (manual or power)
- Check all warning lights for proper operation - seat belt light, parking brake, etc.
- Test cigarette lighter, AC outlet and moonroof (if applicable)
- Automatic shifter - movement is tight and smooth
- Radio plays properly, speakers OK, fade, CD and other controls working correctly
- Check seats and ceiling covering for stitching flaws or improper attachment
- Windshield and rear window - check window seals for any leaks (air and/or water)
- Door and quarter window glass - check for leaks
- Door hinge condition - door closes and latches smoothly
- Weatherstripping glued properly and not loose anywhere
- Ash tray and cup holders slide smoothly and close correctly
- Hatch door latch (if applicable) works properly
- Console light - works properly

### ON OUTSIDE

- Headlights adjustment is correct, all running lights, turn signals, and fog lights work

- Latches, keys and locks - operational check
- Check hood, decklid, and door panels for fit and alignment
- Bumpers and molding - alignment and properly connected
- Weatherstrips - adhesion and fit
- Wheel nut torques (make sure the wheels are snugged tight)
- Wheel covers and antenna - Test any removable rim portion for looseness plus antenna workings
- Trunk and spare tire - check for leaks
- Doors and trunk lid open easily with all keys (also test remote entry)

#### **ON HOIST/UNDERSIDE**

- Brakes: shoes, pads, drums, hardware, wheel cylinders, calipers, rotors
- Suspension: entire front suspension; entire rear suspension
- Exhaust system: condition - no leaks; hangers firm
- Brake lines: properly routed - conditioned
- Fuel lines: condition
- Conventional transmission fluid level
- Axle fluid level
- Hydraulic lines, fittings, connections and components for leaks
- Tire pressures and tire condition
- Steering linkage and connections
- Manual shift linkage - adjustment/installation
- Automatic shift linkage - adjustment/installation
- Motor mounts
- Transmission mount
- Wheel bearing condition
- Axle bearing condition

#### **ALIGNMENT**

- Front wheel toe-in
- Steering wheel alignment - centered

#### **ROAD TEST**

- Engine temperature - both highway and city
- Neutral switch - operation (automatic transmission)
- Parking brake - operation
- Horn, windshield wipers and washers - operation
- Heater, air vents and air conditioner - operation
- Radio - check for proper operation
- Clutch operation
- Brake operation
- Transmission shift lever - operation
- Automatic transmission shift timing and quality
- Accelerator pedal - operation
- Engine performance
- Engine smoking or unusual noises (keep radio off)
- Engine smoking - no
- Drive belt - listen for noise
- Steering control - smooth and tight
- Squeaks, rattles and wind noise
- Speedometer, odometer, fuel and temperature gauge - operation
- Rear end operation - listen for noise
- Axle bearings - listen for noise

- Wheel bearings - listen for noise
- Vibrations - check tire balance, pressure, and alignment if necessary
- Other optional equipment - check operation

**AFTER ROAD TEST - Check for Leaks:**

- Radiator
- Radiator hoses
- Hydraulics
- Fuel lines
- Fuel level
- Oil pan
- Heater hoses
- Exhaust rattles

**CONVERTIBLE**

- Power top operation - run through 2 or 3 cycles, listen for noises, check smoothness
- Manual top operation - put up and take down by hand (if possible)
- Top latch operation - check latches, connection tight, top snug, etc.
- Top boot present (check storage area)
- Top boot fit - check fastenings

**EQUIPMENT CHECKLIST**

- Spare tire
- Spare tire hold down
- Tire jack
- Lug wrench
- Warranty booklet
- Owner's manual
- Touch-up paint
- Service Log

**DEALERSHIP INSPECTOR'S SIGNATURE:** \_\_\_\_\_

