

100 Point Used Car Safety Check



Thame Service Station - 67 Park Street Thame Oxfordshire OX9 3HT

Customer Name:	Reg No:	Date Required:
Model:	Order No:	Mileage:
Date of Sale:	Job No:	Date of Inspection:

Road Test

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|--|-----------------------|--|-----------------------|
| 1: Check engine operation for excessive noise | <input type="radio"/> | 9: Check odometer/trip operating correctly | <input type="radio"/> |
| 2: Check clutch operation | <input type="radio"/> | 10: Check fuel gauge operation & fuel consumption display is working | <input type="radio"/> |
| 3: Check auto transmission kick down operation | <input type="radio"/> | 11: Check operation of air conditioning | <input type="radio"/> |
| 4: Check rear axel noise level | <input type="radio"/> | 12: Check operation of heater & ventilation vents | <input type="radio"/> |
| 5: Check steering wheel alignment | <input type="radio"/> | 13: Check for rattles | <input type="radio"/> |
| 6: Check braking including ABS operation | <input type="radio"/> | 14: Check for wind noise | <input type="radio"/> |
| 7: Check handbrake performance | <input type="radio"/> | 15: Check audio equipment is working | <input type="radio"/> |
| 8: Check wheel balance | <input type="radio"/> | 16: Check aerial condition and operation | <input type="radio"/> |

Interior

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|---|-----------------------|--|-----------------------|
| 17: Check horn operation | <input type="radio"/> | 27: Check operation front and rear wipers including screen washers | <input type="radio"/> |
| 18: Check panel illumination including dimmer (if applicable) | <input type="radio"/> | 28: Check operation of all windows | <input type="radio"/> |
| 19: Check light leveller | <input type="radio"/> | 29: Check heater controls and fan operation | <input type="radio"/> |
| 20: Check front and rear seat operations | <input type="radio"/> | 30: Check glovebox operation | <input type="radio"/> |
| 21: Check heated seat operation (if applicable) | <input type="radio"/> | 31: Check indicators and warning light | <input type="radio"/> |
| 22: Check Light on warning buzzer | <input type="radio"/> | 32: Check toolkit and replace if necessary | <input type="radio"/> |
| 23: Check front and rear seatbelt operation | <input type="radio"/> | 33: Check operation of steering wheel and column adjuster | <input type="radio"/> |
| 24: Check all interior lights including glovebox | <input type="radio"/> | 34: Check for torn or damaged pedal rubbers | <input type="radio"/> |
| 25: Check electric door mirrors | <input type="radio"/> | | |

Front & Rear Lights

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|------------------------------------|-----------------------|----------------------------------|-----------------------|
| 35: Side lights and parking lights | <input type="radio"/> | 42: Tail lights | <input type="radio"/> |
| 36: Dipped lights | <input type="radio"/> | 43: Number plate lights | <input type="radio"/> |
| 37: Main beam | <input type="radio"/> | 44: Brake lights | <input type="radio"/> |
| 38: Headlight flasher | <input type="radio"/> | 45: Reverse lights | <input type="radio"/> |
| 39: Fog lights (front & rear) | <input type="radio"/> | 46: Rear indicators | <input type="radio"/> |
| 40: Front indicators | <input type="radio"/> | 47: Hazard lights (front & rear) | <input type="radio"/> |
| 41: Side indicator repeater lights | <input type="radio"/> | | |

Exterior

- | | | | |
|---|-----------------------|--|-----------------------|
| 48: Check wiper blades | <input type="radio"/> | 53: Check central locking and remote control | <input type="radio"/> |
| 49: Check brake fluid and condition of water | <input type="radio"/> | 54: Check bonnet release and lubricate | <input type="radio"/> |
| 50: Check clutch fluid | <input type="radio"/> | 55: Check tailgate boot operation | <input type="radio"/> |
| 51: Check and adjust tyre pressures (Including spare) | <input type="radio"/> | 56: Check fuel flap operation | <input type="radio"/> |
| 52: Check dust caps and replace if missing | <input type="radio"/> | | |

Check Underside of Vehicle - Raised

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|---|-----------------------|--|-----------------------|
| 57: Check exhaust condition | <input type="radio"/> | 64: Check handbrake cables correctly located and secured | <input type="radio"/> |
| 58: Check exterior of catalyst for damage | <input type="radio"/> | 65: Check engine for oil and coolant leaks | <input type="radio"/> |
| 59: Check P.A.S for leaks | <input type="radio"/> | 66: Check gearbox for leakage | <input type="radio"/> |
| 60: Check steering for excess play | <input type="radio"/> | 67: Check rear axel for leakage (if applicable) | <input type="radio"/> |
| 61: Check steering joints | <input type="radio"/> | 68: Check underbody for damage | <input type="radio"/> |
| 62: Check rear suspension mountings & anti roll bar mountings | <input type="radio"/> | 69: Check gearbox fluid levels | <input type="radio"/> |
| 63: Check all brake line joints for corrosion / leaks | <input type="radio"/> | 70: Check fuel tank and lines for leaks | <input type="radio"/> |

Lower Vehicle

- 71: Check wheel bearings
- 72: Remove all wheels and drums (if applicable)
- 73: Check front brake discs and pads and hoses
- 74: Check rear brake discs and pads and hoses

- 75: Check rear brake linings, drums and cylinders
- 76: Check and adjust handbrake cable (if required)
- 77: Replace wheels & re-torque all wheels to manufacturer specification

Tyres

- 78: Near side front tyre
- 79: Outside front tyre
- 80: Near side rear tyre
- 81: Outside rear tyre
- 82: Spare tyre

Depth

Pressure

Engine Compartment

- 83: Check battery connections and operation top up if required
- 84: Change engine oil including filter and check level
- 85: Check spark plugs and replace if required
- 86: Check ignition/contact points and replace if required
- 87: Check and adjust valve clearances as required
- 88: Check all auxiliary belts for wear and tension
- 89: Check cambelt and recommend replacement if necessary

- 90: Check airfilter and renew if required
- 91: Check fuel filters and renew if required
- 92: Check brake fluid level and system for leaks. Top up if required
- 93: Check cooling system, level and hoses. Top up if required
- 94: Visually check engine for leaks
- 95: Check front and rear screen washers/jets and install additive if required
- 96: Check anti-freeze content and PAS fluid level

Road Test

- 97: Check engine operation
- 98: Check braking and ABS operation

- 99: Check handbrake performance
- 100: Check idle speed

To be completed by Technician

Technician Name: _____ Signature: _____

Date: _____

Additional Comments :