



Auto Repair Shop Digital Vehicle Inspection (DVI) Checklist Template 2026

Vehicle Identification & Initial Documentation

Verification of VIN, mileage, owner details, and capturing pre-existing vehicle damage via high-resolution photos.

Customer Name

Vehicle VIN (Vehicle Identification Number)

License Plate Number

Current Odometer Reading

Inspection Date

Enter date...

Pre-existing Damage Photos

 Upload File

Vehicle Make/Model/Year Status

- ☐ Confirmed Match to Work Order
- ☐ Discrepancy Found

Technician Verification Signature



Under-Hood Component Inspection

Detailed assessment of engine components, fluid levels, belt condition, hoses, battery health, and air filter integrity.

Engine Oil Level & Condition

- ☐ Good
- ☐ Low
- ☐ Needs Immediate Change
- ☐ Contaminated

Engine Coolant Condition

- ☐ Healthy
- ☐ Low Level
- ☐ Discolored/Contaminated

Battery Voltage Reading

Enter a number...

Serpentine Belt & Hose Inspection

- ☐ No Cracks/Tears
- ☐ Cracks Detected
- ☐ Frays or Fraying
- ☐ Leaking Hose

Photo of Engine Component Defects

 Upload File

Technician Notes on Engine Condition

Write something...

Under-Carriage & Suspension Inspection

Examination of shocks, struts, bushings, ball joints, tie rods, and steering linkage for wear or leaks.

Inspected Components

- ☐ Shock Absorbers
- ☐ Struts
- ☐ Ball Joints
- ☐ Control Arm Bushings
- ☐ Tie Rod Ends
- ☐ Sway Bar Links

Suspension Condition Status

- ☐ Good
- ☐ Fair (Monitor)
- ☐ Critical (Replace Immediately)

Visual Evidence (Photos/Video)

 Upload File

Detailed Findings & Observations

Write something...

Technician Verification

Brake System & Wheel Assembly Audit

Measurement of brake pad/shoe thickness, rotor/drum condition, caliper functionality, and tire tread depth/pressure analysis.

Front Brake Pad Thickness

- ☐ Good (Above 5mm)
- ☐ Warning (3mm - 5mm)
- ☐ Replace Immediately (Below 3mm)

Rear Brake Pad Thickness

- ☐ Good (Above 5mm)
- ☐ Warning (3mm - 5mm)
- ☐ Replace Immediately (Below 3mm)

Tire Tread Depth (mm)

Enter a number...

Wheel & Brake Component Defects Found

- ☐ Rotor Scoring/Grooving
- ☐ Brake Fluid Leakage
- ☐ Caliper Seized/Stuck
- ☐ Uneven Tire Wear
- ☐ Damaged Valve Stem

Photos of Brake/Tire Wear

 Upload File

Technician Observations & Notes

Write something...

Technician Verification

Fluid, Leak, & Drivetrain Analysis

Checking for transmission, differential, and transfer case leaks, along with inspection of CV boots and driveshafts.

Identified Fluid Leaks

- ☐ Engine Oil
- ☐
- ☐ Coolant/Antifreeze
- ☐ Power Steering Fluid
- ☐ Brake Fluid
- ☐ Differential Fluid
- ☐ None Detected

Leak Severity Level

Write something...

Drivetrain Condition Notes

Write something...

Photo Evidence of Leak/Drivetrain Issue

 Upload File

CV Boot Condition

- ☐ Intact
- ☐ Cracked/Damaged
- ☐ Torn/Leaking Grease

Electrical & Lighting Systems Check

Testing of headlights, turn signals, brake lights, cabin lighting, and scanning for stored OBD-II fault codes.

Exterior Lighting Status

- ☐ Headlights (Low/High Beam)
- ☐ Turn Signals (Front/Rear)
- ☐ Brake Lights
- ☐ Hazard Lights
- ☐ License Plate Lights
- ☐ Fog Lights

Interior Lighting & Indicators

- ☐ Cabin Dome Lights
- ☐ Instrument Cluster Illumination
- ☐ Dashboard Warning Lights (Check Engine, ABS, Airbag)
- ☐ Center Console/Ambient Lighting

Battery Health Status

- ☐ Good - Pass
- ☐ Fair - Monitor
- ☐ Poor - Replace Immediately

Battery Voltage Reading (V)

Enter a number...

Photo of Faulty Electrical Component

 Upload File

Diagnostic Trouble Code (DTC) Notes

Write something...

Cabin & Interior Safety Assessment

Inspection of HVAC functionality, windshield wiper condition, seatbelt integrity, and dashboard warning light status.

Windshield & Wiper Blade Condition

- ☐ Excellent
- ☐ Worn/Needs Replacement
- ☐ Cracked/Damaged

Air Conditioning & Heating Functionality

- ☐ Operational
- ☐ Low Cooling/Heating Efficiency
- ☐ Non-Operational

Interior Safety Features Inspection

- ☐ Seatbelt Retraction/Locking
- ☐ Airbag Warning Light Status
- ☐ Horn Functionality
- ☐ Dashboard Warning Indicators

Interior Cabin Notes

Write something...

Interior Condition Photos

 Upload File

Digital Media Documentation

Uploading timestamped photos and video clips of identified defects to the digital estimate for customer transparency.

Vehicle Damage Photos

 Upload File

Component Defect Photos

 Upload File

Video Inspection Clips

 Upload File

Media Verification Checklist

- ☐ Engine Bay Photos Captured
- ☐ Under-Carriage Photos Captured
- ☐ Tire/Brake Photos Captured
- ☐ Video Walkaround Completed

Media Caption/Notes

Write something...

Technician Verification

Technician Summary & Priority Coding

Classification of findings into 'Immediate Safety Concern', 'Recommended Maintenance', and 'Monitor for Future Visit'.

Priority Level Assignment

- ☐ Urgent: Immediate Safety Risk
- ☐ High: Required Soon
- ☐ Medium: Recommended Maintenance
- ☐ Low: Monitor During Next Visit

Technician Observations & Diagnostic Notes

Write something...

Follow-up Interval

- ☐ 3 Months
- ☐ 6 Months
- ☐ 1 Year
- ☐ Next Oil Change

Technician Verification Signature

Inspection Completion Date

Enter date...

Final Review & Digital Authorization Setup

Final verification of all inspection points and preparation of the digital repair authorization link for the customer.

Inspection Completion Status

- ☐ Ready for Customer Review
- ☐ Pending Technician Signature
- ☐ Requires Supervisor Review

Total Estimated Repair Cost

Write something...

Technician Summary Notes for Customer

Write something...

Inspection Completion Date

Enter date...

Technician Digital Signature



Authorization Actions Sent

- ☐ SMS/Text Message
- ☐ Email Notification
- ☐ In-Shop Tablet View

< Previous

> Next

✓ Finish

🔗 Generate Sample Report