



Fleet Vehicle Maintenance & Safety Compliance Checklist 2026

Vehicle Identification & Documentation

Verification of VIN, license plate, driver assignment, and ensuring all registration, insurance, and permit documents are current and present in the vehicle.

Vehicle Identification Number (VIN)

License Plate Number

Assigned Driver Name

Registration Expiration Date

Insurance Policy Expiry Date

Enter date...

Vehicle Type

- ☐ Sedan
- ☐ SUV
- ☐ Light Truck
- ☐ Heavy Duty Truck
- ☐ Van

Upload Vehicle Registration Copy

 Upload File

Inspector Verification Signature

Exterior Inspection & Body Integrity

Assessment of the vehicle's exterior condition, including paint, mirrors, glass, wipers, lights, bumpers, and any signs of new dents or structural damage.

Overall Body Condition

- ☐ Excellent
- ☐ Good
- ☐ Fair (Minor Damage)
- ☐ Poor (Significant Damage)

Identified Exterior Issues

- ☐ Dents/Dings
- ☐ Scratches/Scuffs
- ☐ Broken Lights
- ☐ Cracked Windshield
- ☐ Corrosion/Rust
- ☐ Damaged Mirrors

Detailed Damage Description

Write something...

Photo Evidence of Damage

 Upload File

Inspector Acknowledgment

Tire & Wheel Assembly Audit

Comprehensive check of tire pressure, tread depth, tire age, wheel nut security, and the condition of the spare tire and jack kit.

Tire Tread Depth Status

- ☐ Safe (Within limits)
- ☐ Warning (Near limit)
- ☐ Critical (Immediate replacement required)

Measured Tire Pressure (PSI)

Enter a number...

Visible Tire Defects

- ☐ Sidewall Cracking
- ☐ Uneven Wear
- ☐ Bulges/Bubbles
- ☐ Nails or Debris
- ☐ None

Tire/Wheel Condition Photo

 Upload File

Maintenance Notes/Observations

Write something...

Fluid Levels & Engine Compartment

Inspection of engine oil, coolant, brake fluid, power steering fluid, windshield washer fluid, and checking for visible leaks or belt wear.

Engine Oil Level Status

- ☐ Normal/Full
- ☐ Low/Needs Top-up
- ☐ Critically Low
- ☐ Requires Immediate Service

Coolant/Antifreeze Level

- ☐ Adequate
- ☐ Low
- ☐ Leak Detected

Other Fluids Inspected

- ☐ Brake Fluid
- ☐ Power Steering Fluid
- ☐ Windshield Washer Fluid
- ☐ Transmission Fluid
- ☐ Differential Fluid

Observed Leaks or Residue

Write something...

Current Engine Odometer Reading

Enter a number...

Photo of Engine Bay/Fluid Levels

 Upload File

Braking & Steering Performance

Testing of brake pedal responsiveness, parking brake functionality, steering smoothness, and checking for any unusual noises or vibrations during operation.

Brake Pedal Responsiveness

- ☐ Responsive & Firm
- ☐ Spongy/Soft
- ☐ Sinking/Fading
- ☐ Unresponsive/Faulty

Parking Brake Functionality

- ☐ Fully Operational
- ☐ Loose/Ineffective
- ☐ Non-Functional

Steering Wheel Vibration Level (Scale 1-10)

Enter a number...

Observed Steering or Braking Irregularities

Write something...

Inspector Confirmation

Interior Safety & Ergonomics

Verification of seatbelt functionality, horn operation, dashboard warning lights, seat adjustment, and cleanliness of the driver cabin area.

Seatbelt Condition

- ☐ Functional & Secure
- ☐ Frayed or Damaged
- ☐ Non-functional

Dashboard Warning Lights Status

- ☐ All Clear
- ☐ Warning Light Active
- ☐ Check Engine/Oil/Brake Alert

Interior Cleanliness Check

- ☐ Floor Mats Clean
- ☐ Dashboard Dust-Free
- ☐ Windows/Mirrors Clean
- ☐ No Debris in Cabin

Notes on Interior Damage or Wear

Write something...

Inspector Verification

Emergency Equipment & Safety Kit

Audit of essential onboard safety items including fire extinguishers, first aid kits, reflective triangles, flares, and emergency lighting.

Safety Kit Inventory Checklist

- ☐ Fire Extinguisher (Charged & Inspected)
- ☐ First Aid Kit (Fully Stocked)
- ☐ Reflective Triangles / Warning Flares
- ☐ High-Visibility Safety Vest
- ☐ Emergency Flashlight & Batteries
- ☐ Jumper Cables

Last Safety Kit Audit Date

Enter date...

Missing Items or Replenishment Needs

Write something...

Photo of Safety Kit Condition

 Upload File

Inspector Verification

Load Security & Cargo Area Inspection

Assessment of cargo tie-downs, bed liners, temperature-controlled compartments (if applicable), and the security of all heavy equipment or goods being transported.

Cargo Area Cleanliness Status

☐ Clean and Ready

☐

☐ Debris Present

Cargo Securing Equipment Present

- ☐ Ratchet Straps
- ☐ Cargo Nets
- ☐ Bungee Cords
- ☐ Tarp/Cover
- ☐ Dunnage/Padding

Current Cargo Weight (kg/lbs)

Enter a number...

Damage or Issue Description

Write something...

Photo of Secured Load

 Upload File

Inspector Affirmation

Emission & Environmental Compliance

Review of exhaust system integrity, smog certificate status, and verification that the vehicle meets 2026 environmental regulatory standards.

Last Emissions Test Date

Enter date...

Emissions Compliance Status

- ☐ Compliant
- ☐ Non-Compliant
- ☐ Expiring Soon

Exhaust Smoke Density Score

Enter a number...

Detected Environmental Issues

- ☐ Visible Exhaust Smoke
- ☐ Fluid Leakage (Oil/Coolant)
- ☐ Damaged Catalytic Converter
- ☐ None Detected

Upload Emissions Certificate

 Upload File

Compliance Notes

Write something...

Maintenance Log & Schedule Verification

Review of the vehicle's service history, upcoming mileage-based service requirements, and confirmation that all recent repairs were documented.

Date of Last Service Inspection

Current Odometer Reading

Next Scheduled Maintenance Interval (Miles/KM)

- ☐ 5,000 Miles
- ☐ 10,000 Miles
- ☐ 15,000 Miles
- ☐ 20,000 Miles
- ☐ Custom Interval

Summary of Recent Repairs or Maintenance Performed

Upload Service Invoice or Maintenance Receipt

 Upload File

Fleet Manager Approval Signature

< Previous

> Next

✔ Finish

🔧 Generate Sample Report