

Example of a driver's vehicle defect report (light goods vehicles)

Drivers name:	Date:
Vehicle no:	Time:
fleet/serial no:	Odometer reading:

Daily or shift check (tick or cross)		*Items refer to vehicle and trailer combinations	
Fuel system / oil leaks	Lights / Reflectors / Markers	Brakes (inc. ABS/EBS)	
Battery security (condition)	Wipers / Washers / Horn	Security / condition of body	
Tyres / wheel and wheel fixing	Indicators / Side repeaters	Registration plates	
Steering (inc. EPS / ESC)	Warning Lamps / MIL	Cab interior / Seat belts	
Security of load	Excessive engine exhaust smoke	Cab steps / Doors	
Mirrors / Cameras/ Glass / Visibility	AdBlue® if required	Coupling security* (inc. breakaway cable/chain)	
Ancillary equipment	Alternative fuels isolation	Electrical connections*	

Report defects here:	Defect Assessment and Rectification:

Defects reported to:

Write NIL here if no defects found:	Driver's signature:
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Defects rectified by: _____

Signature: _____ Date: _____