

Automotive Workshop

The workshop's own safety check on every vehicle booked in. Not a roadworthy inspection

Phone: _____

Email: _____

ABN: _____

VEHICLE SAFETY INSPECTION CHECKLIST

YEAR	MAKE	MODEL
REGO	VIN	ODOMETER (KM)
TECHNICIAN	DATE (DD/MM/YYYY)	JOB NO.

■ Pass — Within spec ■ Needs Attention — Monitor / service soon ■ Fail — Safety concern / repair now

Inspection Item	Pass	Needs Attr	Fail	Notes / Measurements
TYRES & WHEELS				
Tread depth (mm) all four; 3 mm advise, 1.5 mm replace	☐	☐	☐	
Tyre pressure to placard	☐	☐	☐	
Sidewall damage, age, matching pairs	☐	☐	☐	
Wheel nuts torqued, wheel condition	☐	☐	☐	
Spare wheel, jack & wheel brace	☐	☐	☐	
BRAKES				
Pedal feel & travel	☐	☐	☐	
Pads & discs (mm), visual through wheel	☐	☐	☐	
Handbrake holds on incline	☐	☐	☐	
Brake fluid level & condition	☐	☐	☐	
Brake / ABS warning lights off	☐	☐	☐	
STEERING & SUSPENSION				
Steering play & pull	☐	☐	☐	
Tie-rod ends, ball joints, bushes	☐	☐	☐	
Shock absorbers: leaks, bounce test	☐	☐	☐	
CV boots & driveshafts	☐	☐	☐	
Wheel bearings: play, noise	☐	☐	☐	
LIGHTS & VISIBILITY				
Headlights low / high, aim	☐	☐	☐	
Tail, brake, reverse, number-plate lights	☐	☐	☐	
Indicators & hazard lights	☐	☐	☐	
Windscreen: chips / cracks in driver's view	☐	☐	☐	
Wipers, washers, demister	☐	☐	☐	
Mirrors & horn	☐	☐	☐	
BODY & RESTRAINTS				
Seat belts: latch, retract, webbing	☐	☐	☐	
Seats & head restraints secure	☐	☐	☐	
Doors, bonnet, boot latch	☐	☐	☐	
Body damage with sharp edges, rust	☐	☐	☐	
Number plates fitted & legible	☐	☐	☐	

Inspection Item	Pass	Needs Attr	Fail	Notes / Measurements
ENGINE & EXHAUST				
Fluid leaks	☐	☐	☐	
Exhaust leaks, mounts, smoke	☐	☐	☐	
Battery secure, terminals	☐	☐	☐	
Belts & hoses	☐	☐	☐	
Warning lights at start	☐	☐	☐	
SAFETY CONCERNS TO RAISE WITH THE CUSTOMER BEFORE RELEASE				

Technician signature:

Customer signature: