



Weekly fleet inspection log

Date:

Car registration:

1. Tyres (week 1)	Tread depth (mm)	PSI
a) Near-side front		
b) Near-side rear		
c) Off-side front		
d) Off-side rear		

2. Maintenance (week 2)	Yes	No
a) Is the oil at an acceptable level?		
b) Is the windscreen washer fluid topped up?		
c) Is the engine coolant at an acceptable level? (note guidance!)		
d) Is the brake fluid at an acceptable level?		
e) Does the boot power supply unit work?		

Actions taken & notes

I agree to the conditions set out in the 'Weekly fleet inspection guidance' document.

Signature & initials (week 1)

Signature & initials (week 2)