

VSI LOG

99 Point Vehicle Safety Inspection (VSI)

The Trade Centre Group

Logistics Office

Date: _____

Time	Hours	Mins

Keys Released By: _____

Keys Released To: _____

Workshop

Time Ent: _____

Test Drive: _____

Authorised By: _____

VSI END TIME: _____

Total Time Incl TD: _____

Authorised By: _____

Key Return Time: _____

Total Time Incl TD&VSI: _____

Returned By: _____

Received By: _____

Total Time (LO-WS-LO): _____

Parts Required: Yes No

Date of parts Arrival: _____

Arrival Time: _____

Make: _____ Model: _____

Mileage: _____ Colour: _____

Registration - (Chassis if no reg) _____

Chassis No Check Windscreen Body Car Chassis

Road Test Note: N/A for not applicable

Petrol		Diesel		Hybrid	
1	Excessive Exhaust Smoke	2	Man / Auto Gear Selection	3	ABS / ASR Check
4	Excessive Road Noise	5	Clutch Operation	6	Steering Opera / Alignment
7	Excessive Vibration	8	Cruise Control/ Speed Limiter	9	Vehicle Light Check

Vehicle Interior Check Note: N/A for not applicable

10	Instruments & Tell Tales	11	Indicators Operation	12	Lights Switch Operation
13	Wipers & Washers	14	Horn	15	Interior Lights
16	Seat Belts (Front & Rear)	17	Seats & Interior Fabrics	18	12v Sockets
19	Engine Management Light	20	Interior Mirrors	21	Window Operation
22	Seats (Electric/Manual)	23	Rear View Mirror	24	Fuel Cap Release
25	Door Handles & Int Panels	26	Heater Operation / AC	27	Bonnet / Boot Release
28	Convertible / Pan/Sun Roof	29	Hazard Lights	30	Child Locks (Electric / Manual)
31	Heated Screens Front & Rear	32	Cameras / Parking Aids	33	Arm Rest (Front & Rear)
34	Sun Visors	35	Headrests	36	AUX / USB Socket
37	Interior Compartments	38	Multimedia System	39	Sat Nav & SD Card Checked
40	Bluetooth				

Load/Luggage Compartment Note: N/A for not applicable

41	Load Compartment Cover	42	Parcel Shelf & Strings	43	Boot Floor & Matt
44	Spare Wheel (Space Saver)	45	Emergency Tyre Inflation Kit	46	Towing Eye
47	Jack/Wheel Brace	48	Boot Lights & Sockets	49	Locking Nut
				Location	_____

Vehicle Exterior Note: N/A for not applicable

50	Central Locking & Key Condition	51	Electric Folding Door Mirrors	52	Manual Door Mirrors
53	Door & Body Seals	54	External Door Handles	55	Number Plates
56	Exterior Lamp Condition	57	Aerial Mast	58	Petrol Cap
59	Condition of Road Wheels / Trims	60	Centre Caps	61	Body & Fixings
62	Exterior Glass	63	Wiper Arms & Wiper Blades		

Engine Compartment Note: N/A for not applicable

64	Bonnet Hinges & Catches	65	Aux Drive Belt Condition	66	Alternator Operation
67	Radiators	68	Coolant Hose Condition	69	Coolant Level
70	Battery Condition/Security	71	Engine Oil Level	72	Cooling Fan
73	Header Tank/Expansion Bottle	74	Top Side Oil / Fluid Leaks	75	Auto Gear Oil
76	Power Steering Fluid Level	77	Brake Fluid Level	78	Washer Fluid Level
79	AD Blue 1000 miles				

Steering & Suspension Note: N/A for not applicable

80	Underside Oil Leaks	81	Shock Absorber Assemblies	82	Front & Rear Wheel Bearings
83	Fuel Lines & Tank	84	Steering Rack / Motors	85	Track Rod Ends/Ball Joints
86	CV Gators / Drive Shafts	87	Exhaust System inc CAT/ DPF	88	Suspension Arms
89	Front & Rear Anti Roll Bars / Links	90	Heat Shields & Undertrays	91	Brake Pipes & Cables

Visual Check Meeting TCG MM specification (4MM front 3MM Rear) Note: N/A for not applicable

Visual Check	Tyre Pressures	3x Tyre Depth Across Each Tyre	Technician Signature
92 Front Discs & Pads	97 NSR		
93 Rear Discs & Pads	98 NSF		
94 Front & Rear Callipers	98 OSR		Team Leader Signature
95 All Wheels Spin Freely	99 OSF		
96 Hand Brake Operation	99.1 SW		

Parts Fitted By Which VSI Technician	Parts Fitted	Inspected By
Name		Name
Date		Date
Time Started		Time Started
Time Finished		Time Finished
Notes		

VSI Carried Out By:	Signature	VSI Passed By:	Signature	Date



Internal Use Only	
Spot Check	
Completed By:	

Outstanding Recall **Y** **N**

Key Menu
<input checked="" type="checkbox"/> Completed
<input type="checkbox"/> NA Not Applicable