

Lawnmower Pre-Trip Inspection Report

(INSTRUCTIONS: All boxes are to be checked for response, click to initiate checkmark if N/A or discrepancies leave blank and fill in comment)

| | | |
|--|---------------------------------------|--|
| Employee/Driver: _____ Serial # : _____ | Vehicle #: _____ Hour Meter: _____ | Date: ___/___/___ Time: ___:___ am <input type="checkbox"/> pm <input type="checkbox"/> |
|--|---------------------------------------|--|

Inspection reports to be performed daily. Do not use if inspection fails. Tag out and inform your supervisor.

Mark **every** Box below. Leave blank If it requires attention or is less than Ideal. Mark If it meets county standards.

Walk Around Visual Inspection I:

- Check for body damage (see column on right)
- Check tire tread
- Check windows/Plexi glass shields
- Check mirrors
- Check under vehicles for fluid leaks/irregularities

Under the Hood Inspection:

- Check oil (full, clean)
- Check transmission fluid
- Check coolant
- Check belts
- Check battery and cables

Interior Inspection:

- Check seating (cleanliness, tears, stains)
- Check seatbelts
- Check parking brake
- Check hand grips
- Check first aid kit is onboard and full (if applicable)
- Check fire extinguisher is onboard and charged (if applicable)

Start Up Inspection:

- Mower starts okay without sounds and/or hesitation
- Check for any warning lights that may be on
- Check steering wheel & column (not too much play)
- Check caster wheels on deck
- Check brakes
- Adjust mirrors if equipped

Odometer Reading at Start: _____

Fuel level at Start* ¼ ½ ¾ full tank

*Borrowed vehicles must be returned with a full tank

While operating the vehicle, always be aware of unusual smells, sounds, vibrations, or anything that does not seem right with the vehicle.

Drivers Notes: _____

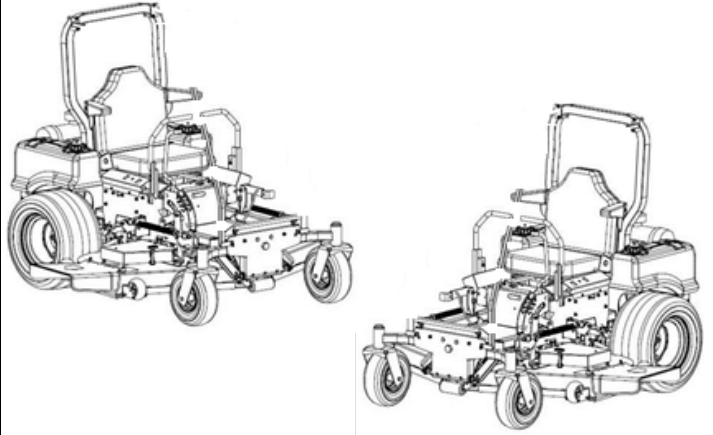
Walk Around Visual Inspection II:

Mark all exterior damage where it is located on the sketch below or using the identifying letter from this key:

Key

- | | |
|----------------------------|------------|
| A- Scratch or Scrape Loose | E- Loose |
| B- Broken | F- Flat |
| C- Cracked | G- Missing |
| D- Dented | |

Front of Vehicle



Vehicle Inspection

- Check all belts/ check for cracks tread
- Check and Test hydraulic fluid (*Only on level ground*)
- Check Oil level on level ground and before starting
- Check Gasoline level
- Check Blades/ Sharpen or Replace
- Check control levers for proper function
- Check All safety switches
- Check Discharge for debris

Do not forget your Personal Protective Equipment. Gloves, Eye Protection, Hearing Protection, Steel Toe Boots, & "STAY HYDRATED"