

Appendix B

NJMVC DRIVERS VEHICLE INSPECTION REPORT

DATE OF INSPECTION	TIME	DATE OPERATOR NOTIFIED	TIME	OPERATOR / DESIGNEE SIGNATURE	FLEET UNIT NUMBER
OPERATOR		DRIVER NAME (Print or Type)		LICENSE PLATE NUMBER	
ADDRESS		DRIVER NAME SIGNED		VEHICLE TYPE (Circle One) A B C D SV	

VEHICLE COMPONENTS INSPECTED

Repair		Needs	ITEM	Repair		Needs	ITEM	Repair		Needs	ITEM
Date	OK	Repair	BEFORE OPERATING	Date	OK	Repair	DURING WARM UP	Date	OK	Repair	DURING WARM UP
			Bus Interior Damage				Service Brakes				School Bus Warning Lights
			Bus Interior Cleanliness				Low Air Warning				Service Door Operation
			Fire Extinguisher				Parking Brake				Emergency Exits
			First Aid Kit (If Applicable)				Fuel Gauge				Emergency Exits Buzzers
			Portable Warning Devices				Amp Meter				Stop Arm
			Wrecking Bar (If Applicable)				Oil Pressure				Crossing Gate
			Seat Belt Cutter				Horn				Exhaust System
			Seats				Heaters / Defrosters				Fluid Leaks
			Left Front Tire				Windshield Wipers				Steering Wheel Free Play
			Right Front Tire				Windshield Washers				Steering Column
			Left Rear Outside Tire				Headlights				Drivers Seatbelt
			Left Rear Inside Tire				Tail Lights				Passanger Seatbelt
			Right Rear Outside Tire				Stop Lights				Miscellaneous
			Right Rear Inside Tire				Brake Light Indicator				HANDICAPPED
			Wheels / Rims				Marker / Clearance Lights				(If Applicable)
			Lug Nuts				Directional Signals / 4-Way				Power Lift
			Credentials				Reflectors				Lift Door
			Bus Exterior Damage				Mirrors				Buzzer
			MILEAGE BEGINNING								Interlock
											Identification
			MILEAGE ENDING								Light
											Fluid Leaks

✓ if O.K. or X if defective. If vehicle has any problem that would impair a safe trip, contact the office before moving vehicle.

ALL DEFECTS MUST BE WRITTEN UP ON A VEHICLE REPAIR REQUEST