EXAMPLE · fictional shop and customer

Wrench & Roll Auto Repair

1840 Fremont Ave, Sacramento, CA 95814 · (916) 555-0148

MULTI-POINT INSPECTION

Vehicle inspection checklist

Customer Jordan Reyes | **Year / make / model** 2017 Honda Accord EX 2.4L | **VIN** 1HGCR2F80HA000000

RO # RO-2318 | **Mileage** 84,212 | **Date** 10/27/2026 | **Technician** Luis M.

Green: checked and OK · **Yellow: needs attention soon** · **Red: needs attention now** · *Leave blank if not checked*

UNDER THE HOOD		G	Y	R
Engine oil level & condition	Changed today	●	○	○
Coolant level & condition		●	○	○
Brake fluid level & condition	Dark, flush approved	○	●	○
Power steering fluid	Electric, n/a	●	○	○
Transmission fluid		●	○	○
Washer fluid	Topped up	●	○	○
Drive belt(s)	Cracks, 6 ribs	○	○	●
Radiator & heater hoses		●	○	○
Engine air filter		●	○	○
Cabin air filter	Dirty	○	●	○
Battery terminals & cables		●	○	○
Leaks in engine bay		●	○	○

LIGHTS, GLASS & WIPERS		G	Y	R
Headlights (low & high)		●	○	○
Brake lights incl. third light		●	○	○
Turn signals & hazards		●	○	○
Tail, plate & reverse lights	Plate light out	○	●	○
Horn		●	○	○
Wiper blades	Streaking	○	●	○
Windshield (chips, cracks)		●	○	○
Dash warning lights on	None	●	○	○

BATTERY TEST

Rated CCA 550 | Tested CCA 410 — ○ ● ○

Good / Recharge & retest / Replace

UNDER THE VEHICLE		G	Y	R
Shocks / struts		●	○	○
Tie rod ends & steering linkage		●	○	○
Ball joints		●	○	○
CV boots / axles	LF outer boot seeping	○	●	○
Exhaust system & hangers		●	○	○
Brake lines & hoses		●	○	○
Engine / transmission leaks		●	○	○
Differential / transfer case fluid	FWD, n/a	●	○	○

BRAKES	LF	RF	LR	RR
Pad / shoe thickness (mm)	3	3	6	6
Rotor / drum condition	●	●	●	●

Rotor / drum condition: mark G, Y or R.

TIRES	LF	RF	LR	RR	Spare
Tread depth (32nds)	5	5	3	2	9
Pressure found (psi)	31	30	27	28	45
Pressure set (psi)	33	33	33	33	60
DOT date code (WWYY)	2122	2122	4719	4719	—
Wear / damage	Even	Even	Inner	Inner	

NHTSA: tires should be replaced at 2/32" of tread or less.
Set pressure to the door-jamb placard, not the number on the sidewall.

OTHER		G	Y	R
Parking brake		●	○	○
Alignment (pull, uneven wear)	Rear inner wear	○	○	●
Road test notes	Front brake noise	○	●	○

RECOMMENDATIONS

Needs attention now	Estimate
Front pads + brake fluid flush (approved, done)	on RO
Replace serpentine belt (cracked)	$168.40
Replace both rear tires (2-3/32")	$342.00
Four-wheel alignment (inner wear)	$129.00

Soon / next visit	Estimate
Cabin air filter	$54.90
Wiper blades	$38.50
License plate bulb	$12.00
Battery: weak, retest next visit	

Luis Moreno

Technician signature

Jordan Reyes, 10/27/2026, photos sent by text

Reviewed with customer (name, date, how)