

Items To Be Checked (Circle Items applicable to your vehicle type only)		City Vehicle Weekly Inspection Report (For Use with all City of Montgomery Automobiles, Light Trucks and non CDL Large Trucks.) Form is maintained in the vehicle glove/storage compartment.					Month/Year
1	Visual Inspection for Exterior/Interior Damage	Vehicle Number					
2	Visually Check Tire Pressure, Wear, or Damage						
3	Check All Vehicle Exterior Lights	Department	Precinct/Building/Work Location			Phone #	
4	Check Oil Level						
5	Check Mirrors for Damage and Adjustment Problems	Department Vehicle Control Officer (VCO)				Phone #	
6	Check Interior Lights						
7	Check Emergency Lighting Systems (Emergency Response Vehicles)	Department Directors will decide if Operator Signature for weekly inspections is necessary in the spaces provided below					
8	Check Radio (Two-Way Check) (Emergency Response Vehicles)						
9	Check Horn		Mileage/Signature	Day	Mileage/Signature	Day	Mileage/Signature
10	Check Fuel Level	1		11		21	
11	Check Windshield Wipers/Washers						
12	Seat Belt Operation	2		12		22	
13	As you Drive, check for strange smells, noises, etc.						
14	Proof of Insurance in Vehicle	3		13		23	
	NOTES:	4		14		24	
		5		15		25	
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