### **Daily Vehicle Maintenance Checklist**

**Vehicle Information:**

* Vehicle Make: \_\_\_\_\_\_\_\_\_\_
* Model: \_\_\_\_\_\_\_\_\_\_
* License Plate Number: \_\_\_\_\_\_\_\_\_\_

**Daily Checklist:**

1. **Exterior:**
   * Check for visible damage or fluid leaks.
   * Inspect tires for cuts, bulges, or low pressure.
2. **Fluids:**
   * Check oil level (visual inspection).
   * Inspect coolant reservoir.
   * Ensure windshield washer fluid is sufficient.
3. **Lights and Signals:**
   * Verify headlights, brake lights, and turn signals are working.
4. **Interior:**
   * Test horn and wipers.
   * Confirm seat belts are functional.
5. **Brakes and Steering:**
   * Test brakes for proper function.
   * Ensure steering feels responsive during a brief test drive.

**Notes:**

* Inspection Date: \_\_\_\_\_\_\_\_\_\_
* Issues Noted: \_\_\_\_\_\_\_\_\_\_