



## Rental Vehicle Checklist for Secure Transportation Providers

### I. Preferences

#### Vehicle Type:

- Sedan
  - Premium
  - Luxury
- SUV
- Hybrid
- Other \_\_\_\_\_

Color: \_\_\_\_\_

#### Insurance:\*

- Standard
- Collision Damage Waiver (CDW)
- "Loss Damage Waiver" (LDW)
- Liability Insurance
- Personal Accident Insurance
- Personal Effects Coverage

\* Verify insurance covers intended usage

### II. Rental Information:

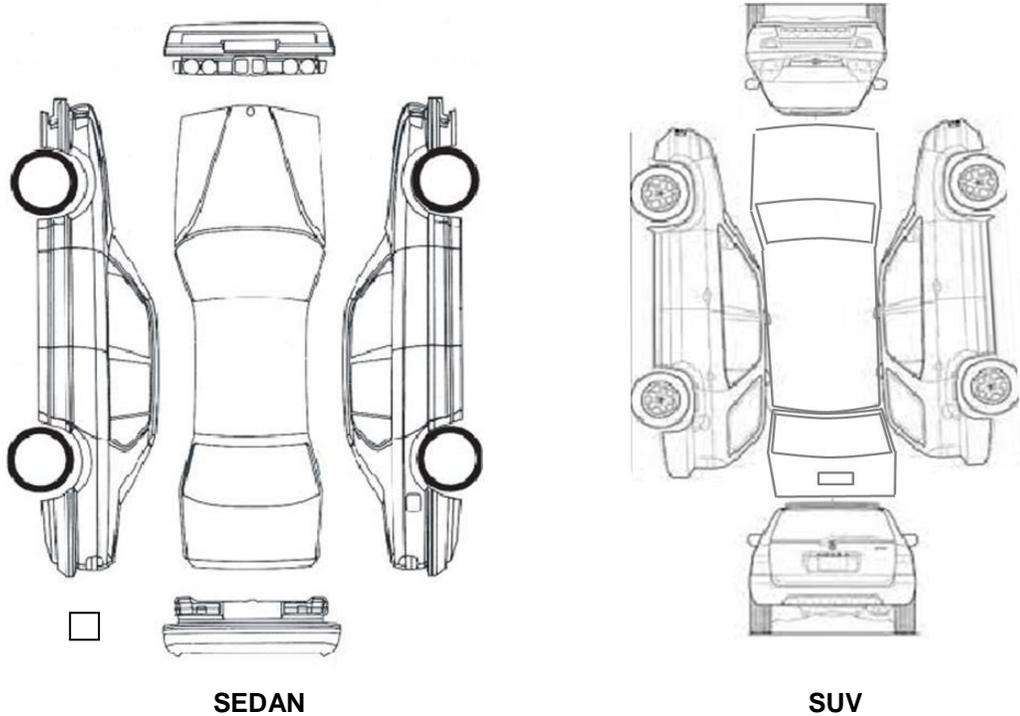
- Company: \_\_\_\_\_
- Location: \_\_\_\_\_
- Reservation #: \_\_\_\_\_
- Point of Contact: \_\_\_\_\_
- Phone #: \_\_\_\_\_
- Email: \_\_\_\_\_
- Preferred Status: \_\_\_\_\_ Acct #: \_\_\_\_\_



## Rental Vehicle Checklist (cont)

### III. Vehicle Inspection

#### Exterior



#### Interior

- General Condition
  - No Odors
  - Front Seat Area Clean
  - Rear Seat Area Clean
  - Front & Rear Carpets Clean
  - Front & Rear Mats Installed Properly
- Front Seats
  - Clean
  - Controls in Good Working Order
  - Seat Belts in Good Working Order
- Rear Seats
  - Clean
  - Controls in Good Working Order (if applicable)



## Rental Vehicle Checklist (cont)

### III. Vehicle Inspection, Interior (cont)

- Seat Belts in Good Working Order
- Climate Controls
  - Heat
  - A/C
  - Defroster
  - Blower Fan
  - Rear Controller (if applicable)
- All Door Lock Switches Functioning Properly
  - Rear Door Child Locks Deactivated (if applicable)
- All Window Switches Functioning Properly
- Interior Lights in Good Working Order
  - w/Front Doors Open
  - w/Rear Doors Open
- 12V Auxiliary Power Ports (i.e. Phone Charger Jacks) Functioning Properly
  - Front
  - Rear (if applicable)

### IV. Mechanical

- Critical Systems Functionality
  - Perform System Self Test
    - Seat Belt Light ON / OFF
    - Air Bag Light ON / OFF
    - ABS Light ON / OFF
    - Traction Control Light ON / OFF
    - Electronic Stability Control ON / OFF

- CONTINUED ON NEXT PAGE -



## Rental Vehicle Checklist (cont)

### IV. Mechanical Inspection (cont)

Fluid Levels

Engine Oil

Transmission Fluid

Brake Fluid

Windshield Washer Fluid

Tires

Tread Wear

Pressure

Left Front: \_\_\_\_\_ p.s.i.

Right Front: \_\_\_\_\_ p.s.i.

Left Rear: \_\_\_\_\_ p.s.i.

Right Rear: \_\_\_\_\_ p.s.i.