

Vehicle Identification Number (VIN):

Model:

Date:

Engine number:

Kilometer / Mileage reading:

Locking wheel nut code:

Exterior & Interior Trim Inspection:

- | OK | NOK | Corrected | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Vehicle Identification Numbers (VIN) plates are clear. <i>Front right chassis rail, windscreen panel plate and driver door close</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Remove transport protection. Inspect the vehicle interior and exterior body, trim and glazing
Place vehicle protection on vehicle (i.e., wing covers, seat covers etc.)
Note damage on vehicle silhouette on final page |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Inspect wheels for damage, (optional equipment) including spare wheel |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Ensure the vehicle is correct as per the sales order, including accessories |

Inside the vehicle check:

- | OK | NOK | Corrected | NA | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Remove the plastic blank and install 5amp mini fuse provided
NOTE: Fuse location in front cockpit electrical centre, top left of fuse box. Location FC04 (see fuse sheet) 5amp fuse in glovebox or centre cupholder |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Check battery terminals of starter battery, and auxiliary battery (if fitted (<i>Optional Equipment</i>)), are secure to specification |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All keys switch ignition, start engine
NOTE: If engine does not start, check HU notification, tell-tale illumination and Diagnostic Trouble Code (DTC) fault memory |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Interior central locking buttons locks / unlocks all doors and split door |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drivers tell-tale cluster illuminates |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All exterior lighting functions activate correctly (i.e., turn signals, reverse light, park light, etc. (<i>Including Optional Equipment</i>)) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Headlight functions, headlight alignment aim and working lights (<i>Including Optional Equipment</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brake light functions |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Front / rear wipers and washers activate, correctly fitted / aligned and clear screens correctly |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All interior lighting functions activate correctly (i.e., interior illumination, footwell lights etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Rear view mirror function and wing mirrors, (<i>Optional Equipment</i>) mirror heating and washer jet heating |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Infotainment system (i.e., Radio, multimedia, touchscreen, centre console buttons with rotational wheel, preview channel for satellite radio etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bluetooth connection. Connect telephone, delete mobile phones from system after checking connection |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Set date and time / reset average mileage / (<i>Optional Equipment</i>) check compass operation |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Seat belt operation, ratchet, locking and release of the buckle |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Steering column adjustment to end stops in all directions |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Steering wheel switches |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Horn functions (High / Low tone) and Toot button |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Handbrake function and travel, adjust if necessary |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Interior grab handles secure and function correctly |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sun visor and mirror operation |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All B+ auxiliary power outputs, inverter and USB ports (Insert readable source into USB A and C ports (<i>Optional Equipment</i>)) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Front (<i>Optional Equipment</i>) and rear seat operation in all directions, including head restraints and folder seats |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (<i>Optional Equipment</i>) Seat heating operation |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (<i>Optional Equipment</i>) Safari roof operation, panels open/close and can be removed |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Correct operation of all windows at each door and from drivers switch panel |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Glovebox and (<i>Optional Equipment</i>) centre armrest operation, locking / unlocking of the centre console |

Technicians Notes:

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|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Activation of hazard light |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <i>(Optional Equipment)</i> PDC sensor operation, and Rear-View camera, ensuring objects are correctly identified |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Heating and AC system operation. Including fan operation, vents and temperature control |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Activation of all interior switches ensuring full functionality |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Luggage compartment (Loading floor, side flaps, lashing eyelet, blind etc.) <i>(Optional Equipment)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Complete full INEOS tool kit, including jack |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Compliant labels are fitted (i.e., airbag label on passengers' side, VIN label, towing weights etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <i>(Country specific)</i> Enclose / provide regional INEOS / dedicated breakdown assistance information |

Pre-delivery inspection with the vehicle Tester:

- | OK | NOK | Corrected | NA | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Perform vehicle test, clear DTC / fault code memory
NOTE: Check bulletins for known topics. Investigate repeated stored DTC / fault codes without bulletins |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Complete routine, DME / DDE – Remove Transport Mode |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <i>(Country Specific)</i> Ensure eCall is enabled (ECU) and active (ECU SIM). See instructions in Repairer Networking Drive. Follow eCall Grade-X special routine (check ECU enabled, emergency number correct and 'ON') and Vodafone IoT portal activation.
NOTE: Do NOT press the SOS button until the ECU is enabled, and the SIM is activated
NOTE: Raise a technical ticket in the INEOS portal to request activation of the E-CALL SIM card if not active |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Check battery State of Charge (SOC) in the vehicle infotainment unit (system, vehicle functions, vehicle information, battery Charge the vehicle battery until the SOC is at least 85%
NOTE: Place vehicle battery on charge with recommended battery charger |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Check the service interval is correct. Set the correct service interval to customer requirements (Normal use / Arduous use) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Clear fault code memory and print the Diagnosis Session Report |

With the vehicle on the ground, outside the vehicle check:

- | OK | NOK | Corrected | NA | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Remote central locking locks / unlocks all doors, split rear doors and fuel filler with all keys
NOTE: Ensure all doors and bonnet are closed, as the horn will sound |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All required keys are present for INEOS accessories (Exterior and Interior (i.e., spare wheel storage, centre console lid etc.)) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Central locking of driver's door with mechanical key |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All doors open from exterior and interior handles, including child lock switch of rear door locks |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Door check straps, including split doors, function correctly and hold |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fuel filler flap and fuel filler cap (including AdBlue cap) functions correctly |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <i>(Optional Equipment)</i> Activation and function of front and rear winch |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <i>(Optional Equipment)</i> Towbar light function with trailer boards |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Registration plate mountings correct front and/or rear |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Release bonnet, check function of safety catch and bonnet stay
NOTE: Pull twice to fully release the bonnet |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Remove engine cover, inspect engine compartment cleanliness |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engine oil level is correct.
NOTE: See workshop manual for correct engine oil specification and level |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Both coolant levels, top up, if necessary, with correct coolant / water concentration
NOTE: See workshop manual for specification. Ensure the correct cap is fitted on each expansion bottle Brake |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fluid level, top up to maximum with approved DOT4 brake fluid |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Screen washer fluid level, top up, if necessary, with water |

Technicians Notes:

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|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engine bay coolant hoses, drive belts, wiring harness etc. for correct fitment / damage etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engine bay for oil leaks, coolant leaks, PAS leaks, AC leaks and Transmission leaks |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Tyre condition and damage (DOT manufacturing date, including the spare wheel) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Correct all tyre pressures to tyre data sheet (<i>including spare wheel</i>) Initialise TPMS via central display |

Raise the vehicle on the ramp, check & inspect:

- | OK | NOK | Corrected | NA | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (<i>Optional Equipment</i>) Install a locking wheel nut to each wheel and torque all wheel nuts to specification (See technical specification) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (<i>Optional Equipment</i>) Underbody protection fitted |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Underside of the vehicle for damage and correctly installed / loose components |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Suspension geometry for play, damage, wear etc |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brake pipes and braided lines are correctly fitted, free from clashing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Suspension springs, spring shims, bump stops and dampers |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Complete drivetrain, exhaust system and fuel system for leaks, damage etc |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Front and rear axle differential oil level to specification (Refer to workshop repair instructions), check for leaks |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Transfer box oil level to specification (Refer to workshop repair instructions), check for leaks |

Pre drive checks:

- | OK | NOK | Corrected | NA | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Enclose INEOS remote controls and accessory keys |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Enclose INEOS locking wheel nut key in vehicle tool kit. Record serial number at top of PDI document |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (<i>Country specific</i>) Enclose loose vehicle equipment in luggage compartment (i.e., safari case etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Ensure sufficient AdBlue (level up to 80% (market specific)) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Front and Rear Licence plate bracket fitment |

Road test vehicle for 10 miles / 16 kilometers, testing the vehicle & equipment functions:

- | OK | NOK | Corrected | NA | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | While stationary, transmission in Neutral, select transfer case HIGH, LOW and LOCK engage and function |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lock front and rear differentials (<i>Optional Equipment</i>) |
| | | | | NOTE: DO NOT drive vehicle on highway while the differentials are LOCKED |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Accelerator pedal / acceleration functions |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Braking functions, including emergency braking |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Steering functions, lock to lock, alignment and steering feedback |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Transmission operation, through all gears and functions (P, D, N, R (Manual and Tiptronic mode)) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engine stop / start functions. Prerequisites must be fulfilled. (See Engine Start / Stop information) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Activate and check cruise control function |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (<i>Country specific</i>) Check function of vehicle speed limiter |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Indicator stalk functions (i.e., self-cancelling) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Observe interference noises and vibrations from the vehicle |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Enclosing documents: Owner's Handbook, remote key code
(i.e., proof of maintenance booklet, brochure accident hotline, quality certificate, country specific documents) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Perform vehicle test, clear DTC / fault code memory.
Check bulletins for known topics. Investigate repeated stored DTC / fault codes without bulletins |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Ensure the vehicle is in a compliant state and damage free prior to handover |

Technicians Notes:

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Check for current technical recalls & campaigns, implement if necessary (write NA & date if none- current)

Campaign or Recall Reference Number: (Tick) Campaign or Recall completed Date:.....

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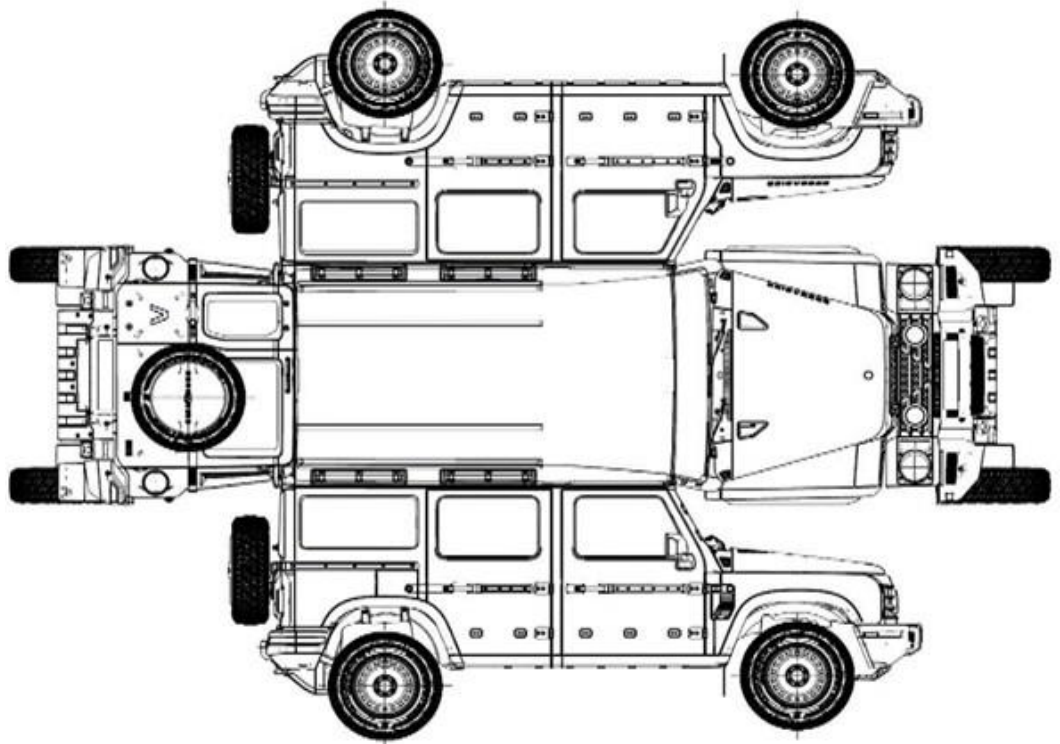
Campaign or Recall Reference Number: (Tick) Campaign or Recall completed Date:.....

Campaign or Recall Reference Number: (Tick) Campaign or Recall completed Date:.....

Campaign or Recall Reference Number: (Tick) Campaign or Recall completed Date:.....

Vehicle damage reporting

Body Damage	Abbreviation
Scratch	S
Chip	C
Dent	D
Bent	B
Loose	L
Missing	M



I guarantee that the actions specified in this document were performed conscientiously and completely

Date Completed:

Service Department Stamp

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Technicians Name
.....
Technicians Signature

Technician ID number:

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Service Managers Name
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Service Managers Signature

Technicians Notes:

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