

Vehicle Inspection Form

VEHICLE & INSPECTION INFORMATION

INSPECTION DATE

INSPECTOR NAME

YEAR / MAKE / MODEL

INSPECTION TYPE (INITIAL / RE-INSPECTION)

TRANSPORTATION PROVIDER

VIN (OR LAST 5)

LICENSE PLATE # / EXP.

FLEET #

VEHICLE COLOR

CAPACITY (EXCL. DRIVER)

W/C LIFT TYPE & LOCATION

ODOMETER

Vehicle verified on the WMATC active vehicle carrier list (wmatc.gov) — where applicable

STATE/AUTHORITY INSPECTION DATE & #

- CRITICAL — any single failure: vehicle not approved.
- STANDARD — more than five deficiencies: not approved. Answer every line; mark N/A where a section does not apply.

1 • MECHANICAL & EXTERIOR

	PASS	FAIL	N/A	NOTES
● Horn works				
● Two exterior mirrors + interior mirror — secure, crack-free				
● Brake lights				

Guide document — program contracts or your jurisdiction may add requirements. Verify with the authority; requirements change.

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1 • MECHANICAL & EXTERIOR

	PASS	FAIL	N/A	NOTES
● Headlights — low and high beam				
● Hazard flashers — all four				
● Reverse lights				
● Turn signals — front and rear				
○ License-plate light; plates secured, current				
● Parking brake holds and releases				
● Tires — 4/32" steer · 3/32" others; no belts/bulges; lugs present; inflated				
○ Spare & jack as equipped by manufacturer (no-spare designs: repair/inflator kit)				
● Windshield crack-free (chips <1" ok); wipers + blades functional				
● All dash warning lights off (check engine, oil, brake)				
● Exterior clean & professional; bumpers intact; no damage at entry points				
● All doors open, close, lock; power doors have manual release				
● Windows operate; no cracks or unauthorized tint				

2 • INTERIOR & PASSENGER COMFORT

	PASS	FAIL	N/A	NOTES
● Seat belts every position — buckle, lock, retract; stored off floor				
● Interior lights work				
● Upholstery intact — no rips, springs, sharp edges, large stains				
● Clean floors/seats/compartments; no loose objects; odor-free				
● Wall panels & headliner intact — nothing sagging or exposed				

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2 · INTERIOR & PASSENGER COMFORT

	PASS	FAIL	N/A	NOTES
● A/C and heat work — comfortable in season				
○ Anti-skid flooring; clear of wheelchair path				
● Ride free of discomforting vibration or noise				

3 · SAFETY EQUIPMENT — THE IN-VEHICLE KIT

	PASS	FAIL	N/A	NOTES
● Fire extinguishers ×2 — ABC, mounted (driver reach + rear), current tags				
○ First-aid kits ×2 — front + rear, stocked, not expired				
○ Spill kits ×2 — front + rear, complete, not expired				
○ Seat-belt cutter — proper tool, mounted (no scissors/razors/knives)				
○ Seat-belt extensions ×2 — correct fit				
○ Reflective triangles ×3 on stands (flares prohibited)				
● Step stool — heavy-duty, non-skid, secured in motion (vans; sedans N/A)				
○ Flashlight works				
○ Sanitary gloves supply				
○ Winter: ice scraper aboard				

4 · SIGNAGE & DRIVER DISPLAY

	PASS	FAIL	N/A	NOTES
● Exterior: name/phone/vehicle # both front doors — permanent, ≥3" contrast (no magnetic)				
● Operating-authority info displayed where required (e.g., WMATC)				
● Nothing on vehicle implies members' medical/program status				

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4 · SIGNAGE & DRIVER DISPLAY

	PASS	FAIL	N/A	NOTES
○ Rear: "How's my driving?" sticker with Nexo feedback line				
● Interior signs: seat-belt use · no smoking/eating/drinking · provider name + phone				
● Driver wears company photo ID badge with uniform (presented on request)				

5 · DOCUMENTS & COMMUNICATION

	PASS	FAIL	N/A	NOTES
● Current registration in vehicle				
● Current insurance ID card				
● State inspection sticker + emissions pass docs				
○ Glove-box packet: accident procedures + blank forms + pre-inspection sheets				
● Driver phone (or radio) reaches dispatch; hands-free while driving, per law				

6 · WHEELCHAIR-EQUIPPED VEHICLES (ADDITIONAL)

	PASS	FAIL	N/A	NOTES
● Lift/ramp cycles fully and locks; ramp lays flat				
● Electric lift: handrail present				
● Lift controls inside vehicle, secured				
● Parking-brake / engine interlock functions				
● Emergency manual pump present				
● Lift/ramp floor sound — no holes, cracks, rust; non-skid				
● Reflective tape on skid plate and sides				

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6 · WHEELCHAIR-EQUIPPED VEHICLES (ADDITIONAL)

	PASS	FAIL	N/A	NOTES
● Per position: four floor restraints				
● Per position: lap belt + shoulder restraint, securement-compatible				

7 · STRETCHER-EQUIPPED VEHICLES (ADDITIONAL)

	PASS	FAIL	N/A	NOTES
● Mattress ≥ 3 " thick, non-porous				
● Straps: chest, hip, knee + upper-torso — all metal-to-metal quick-release				
● Three-point stretcher anchorage — front, center, rear				
● Oxygen-tank retention device installed				
● Clean spare linens/blankets/pillows; sealed soiled-linen bag; disinfection supplies				
● Waterless antiseptic hand wash				
● Entry and exit areas clear				

RESULT

Pass

Fail

Sticker applied

NEXT INSPECTION DATE (≤ 1 year)

DEFICIENCIES / COMMENTS

INSPECTOR SIGNATURE / DATE

PROVIDER SIGNATURE / DATE