COLLEGE OF THE NORTH ATLANTIC MONTHLY VEHICLE LOGS

CAMPUS: BAIE VERTE

VEHICLE DESCRIPTION: 2012 Chevy Express 15 Pass. Van Inspection Form

VEHICLE FLEET#   412   PLATE NUMBER: BPC-145

* All Gas Purchases/Receipts must be sent with vehicle log.

Pre Trip Inspection

*** Note: Drivers must conduct a Pre trip inspection prior to each trip daily. ***

Indicate on the illustrations above any scratches or dents that are observed on the vehicle. "X" Indicates SCRATCH, "0" Indicates DENT

ITEMS	GOOD / YES	DAMAGED / NO		ITEMS	GOOD / YES	DAMAGED / NO
1. Driver holds a class 4 license				11. Instrument Panel ACC. Lights Working		
2. Windshield				12. Horn Operation		
3. Window Glass				13. Steering		
4. Wipers				14. Accelerator is not obstructed by floor mat		
5. Tires				15. Foot Brake		
6. Check for leaks under vehicle				16. Emergency Brake		
7. Lights				17. Heater		
8. Seat Adjustment is working properly				18. Spare Tire		
9. Seat Belts are functioning properly				19. Wheel Jack / Handle		
10. Rear and Side Mirrors are adjusted to suit the driver				20. Wheel Wrench		

21. You are aware that:	YES
- Rollovers occur at high speeds as a result of sudden steering maneuvers.	
- This van requires more space and additional reliance on side view mirrors for changing lanes.	
- Passengers are to sit in seats that are in front of the rear axle when the van is not full.	
- This van does not respond well to abrupt steering maneuvers.	
- The number of passengers must not exceed the number of seat belts available in the vehicle.	
- This van requires additional breaking time.	
- A safe speed must be maintained for the current weather conditions.	

22. Note any unusual noise or damage to any part of the vehicle not noted in the checklist:

	YES
Vehicle Checked OK:	

CHECKED BY:	SIGNATURE:	DATE: / /

Trip Detail

DATE	TRIP DETAILS	START KM	END KM	DRIVER'S LIC. NUMBER	CLASS	NAME (PLEASE PRINT)	GAS PURCHASE		
							LITRES	AMOUNT	REF. NUMBER

DATE: _____   CAMPUS ADMINISTATOR APPROVAL: _____