



**CITY OF NORMAN
DAILY VEHICLE INSPECTION**

LOCATION: _____
VEHICLE NUMBER: _____ DATE: _____
TIME: _____ AM/PM ODOMETER: _____

CHECK ANY DEFECTIVE ITEM

- _____ SERVICE BRAKES, INCLUDING TRAILER CONNECTION
- _____ PARKING (HAND) BRAKE
- _____ VEHICLE BRAKES
- _____ STEERING MECHANISM
- _____ LIGHTING DEVICES AND REFLECTORS
- _____ TIRES
- _____ TIRE PSI
- _____ TIRE CONDITION
- _____ HORN
- _____ WINDSHIELD WIPERS
- _____ REAR VISION MIRRORS
- _____ COUPLING DEVICES
- _____ WHEELS - RIMS
- _____ EMERGENCY EQUIPMENT
- _____ HYDRAULIC FLUID
- _____ ENGINE OIL
- _____ ENGINE COOLANT
- _____ OTHER ITEMS NOT LISTED _____

_____ ABOVE VEHICLE IS SATISFACTORY
_____ BODY DAMAGE
_____ AREA DAMAGED _____

_____ OPERATOR/DRIVER'S SIGNATURE _____ DATE _____

TURN IN TO DIVISION SUPERVISOR DAILY - TO BE KEPT ON FILE FOR ONE YEAR

EQUIPMENT-INSPECTION AND USE: NO MOTOR VEHICLE SHALL BE DRIVEN UNLESS THE DRIVER HAS SATISFIED HIM/HERSELF THAT THE ABOVE LISTED PARTS AND ACCESSORIES ARE IN GOOD WORKING ORDER, OR SHALL ANY FAIL TO USE OR MAKE USE OF SUCH PARTS AND ACCESSORIES WHEN NEEDED.

SAFE LOADING: (GENERAL) NO PERSON SHALL DRIVE A MOTOR VEHICLE NOR SHALL A SUPERVISOR REQUIRE OR PERMIT A PERSON TO DRIVE A MOTOR VEHICLE UNLESS THE VEHICLE'S CARGO IS PROPERLY DISTRIBUTED, ADEQUATELY SECURED, AND OVERLOAD CONDITIONS DO NOT EXIST.