

## Vehicle Inspection Checklist

### Driver

Name- ID Badge

### Vehicle External - Inspect Clockwise externally in full circle

Bodywork, adverts, plates, door signs, tyres

Luggage compartment/boot (clean, dry and clear)

Disability Access ramp

### Vehicle Internal

Internal lights, Cleanliness,

Seatbelts

Driver to activate door locks

Fire Extinguisher and First Aid Kit (signage/presence)

Internal plate, conditions/byelaws, tariff

Check meter – rate 1 2 3

No Smoking Signs/adverts

CCTV, signage

### Vehicle Lights

Front side, Main Dipped & Full, Fog Indicator Hazards lights

Rear – Side, Main dipped & Full, Fog, Indicator, Hazards & Reverse Light

Hackney, for hire/top sign.

#### Driver Check

Name, ID Badge

#### Internal Check

Cleanliness, Taxi Meter & Tariffs

Internal Plate (expiry)

Door Locks

Seats & Seat Belts

Fire Extinguisher & First Aid

#### External Check

Plate

Registration

Any Damage

Tyres

Lights

