

ANNUAL VEHICLE INSPECTION

USDA-MPR

DATE OF INSPECTION
(Include on MPR Form 64 for quarter in which inspected)

ODOMETER READING

VEHICLE NO.	LICENCE PLATE NO.	MAKE	MODEL	MODEL YEAR
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CODE: 1 = OK; 2 = Repairs or adjustments needed; 3 = Repairs or adjustments made (not to exceed \$500 without approval from Regional Office)

IF VEHICLE IS SCHEDULED TO BE REPLACED, REPAIR SAFETY ITEMS ONLY (Not to exceed \$500 without approval from Regional Office)

SECTION I – TO BE COMPLETED AT A COMMERCIAL OR GOVERNMENT FACILITY BY A QUALIFIED MECHANIC

1. ENGINE	CODE	2. BRAKES	CODE	5. STEERING	CODE
a. Manifold Heat Control Valve		b. Drums/rotors		d. Tire Rod Ends	
b. PCV Valve		c. Cylinder/Caliper leaks		e. Wheel	
c. Motor Mounts		d. Wheel Bearings		1. Sway or Drift	
d. Emissions control/catalytic converter		e. Fluid level		2. Excessive Play	
e. Hoses		f. Pedal operation		3. Binding	
f. Belts		g. Parking/Emergency Brakes		6. LIGHTS	
g. Battery		3. SUSPENSION		a. Headlights	
1. Connections		a. Front-end alignment		1. Alignment	
2. Carrier and hold down		b. Upper and lower control arms		b. Parking Lights	
h. Fuses		c. Springs		c. Tail Lights	
i. Speedometer/odometer		d. Ball joints		d. Breaking Lights	
j. Radiator		e. Center bolts		e. Turn Signals	
1. Pressure Cap		f. U-bolts		f. License Plate Light	
2. Antifreeze level		g. Shock absorbers		g. Interior/Trunk	
k. Transmission		h. Differential fluid		h. Instrument Panel	
1. Bends		4. EXHAUST SYSTEM		7. TIRES	
2. Linkage		a. Muffler		a. Rotation	
3. Fluid level		b. Pipes		b. Pressure	
l. Heating/Air Conditioning System		c. Hangers and clamps		c. Tread	
m. Horn		5. STEERING		8. STATE OR COUNTY INSPECTION REQUIREMENTS MET	
n. Clutch		a. Arms		<input type="checkbox"/> Met <input type="checkbox"/> Not Met	
2. BRAKES		b. Mounting Bolts			
a. Lining/Pads		c. Drag Link			

SECTION II – TO BE COMPLETED BY THE DRIVER, VEHICLE ACCOUNTABLE OFFICER, OR SAFETY OFFICER

9. EXTERIOR	CODE	11. WINDOWS	CODE	12. SAFETY ITEMS/EMERGENCY KIT	CODE
a. Body Condition		a. Condition		h. Spare Tire	
b. License Plates		b. Opening/closing operation		i. List of Poison Control Centers Emergency #s	
c. Brackets and Bolts – Hood Latch		c. Defrosters		j. Toxic Material Antidote Information	
d. Molding		d. Wipers/washers			
e. Bumper		12. SAFETY ITEMS/EMERGENCY KIT			
f. Decals		a. First Aid Kit			
g. General appearance		b. Flashlight			
h. Doors		c. Pliers/Screwdriver			
10. INTERIOR		d. Warning Signals/Flares			
a. Mirrors		e. Hammer			
b. Seatbelts		f. Jack			
c. Decals		g. Accident Reporting Kit (includes Instructions and forms)			
d. Instrument panel gauges				13. MAINTENANCE SCHEDULE COMPLIANCE	
				<input type="checkbox"/> Met <input type="checkbox"/> Not Met	

14. NAME, ORGANIZATION, AND ADDRESS OF PERSON DOING INSPECTION (Commercial or Government Facility)

15. NAME, ORGANIZATION, AND ADDRESS OF DRIVER, VAO, OR SAFETY OFFICER DOING INSPECTION

CERTIFICATION: I / WE CERTIFY THAT THIS VEHICLE WAS INSPECTED AND THE REPAIRS INDICATED WERE MADE.

16. SIGNATURE OF QUALIFIED MECHANIC

17. SIGNATURE OF DRIVER/VAO/SAFETY OFFICER

18. REPAIRS WERE NOT MADE BECAUSE:

Repairs between \$500 - \$1,000 require approval at regional level. Repairs over \$1,000 require approval by Property Section, MBS