



**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.