

American United Transportation Group – Public Passenger Vehicle Weekly Safety Checklist

Permit #: _____ Shift: _____ Next Quarter Inspection Date: _____

It is expected that all vehicles are in top condition for weekly inspection (Monday 7:30 AM – 4:00 PM). Completed checklists shall be kept for at least 14 days by vehicle permit holder and be readily available for inspection upon request by AUTG and the City of Milwaukee Police Department.

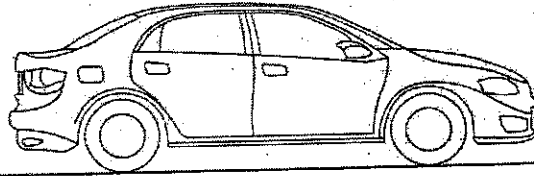
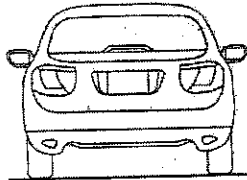
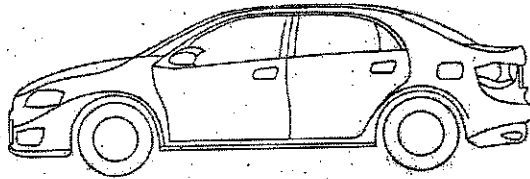
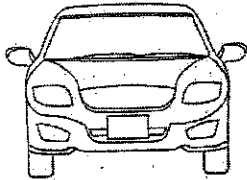
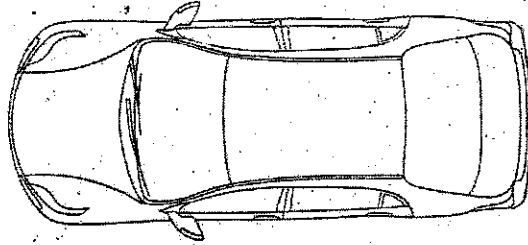
Day & how vehicle was cleaned (3-time weekly minimum).

Insert Letters: O=outside, I=inside, D=door jams, T=trunk, F=floor mats, W=windows, WD=whole car detail

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Indicate **X** whether the items are in good working order and properly placed in or on the vehicle. Any “no” responses indicate to the vehicle permit holder that corrective action is necessary. Please insert dates next to day of the week.

	Monday Date:	Tuesday Date:	Wednesday Date:	Thursday Date:	Friday Date:	Saturday Date:	Sunday Date:
Interior							
Cleanliness							
Rate/Compliant placard							
Seat Belts							
Horn							
Heater/Defroster air							
Green camera light							
Trunk							
Cleanliness							
Spare tire (inflated)							
Exterior							
Cleanliness							
Windshield							
Washer Fluid							
Wiper/blades							
Head Lamps							
Turn signal lights							
Break Lights							
Hazard Lights							
Tires							
Wheels/rims							
Body of vehicle							
Wheelchair Vans ONLY							
Wheelchair/Disability Equipment							



Condition of vehicle body: Driver should be recording all damage to a car on a daily basis. For lease cars, small dent, scratches, and dings will not be reviewed. Photos of all company owned cars (four outside and one inside) will be taken at the time of sign out. Any new, not-at-fault damage found by the driver needs to be reported to the 24/7 AUTG dispatch before working in the vehicle to avoid any damage assessment charges. Failure to report new damage on a vehicle prior to starting your shift could result in damage charged to a party that feels they are not at fault.

Driver notes: (Any and all problems found should be verbally reported to shop personnel)

Printed Driver Name: _____

Driver Signature: _____