



**Pre Trip Form**

( Fill out prior to departure, turn in to Shop Foreman or leave in Drop Box )

Coach Name \_\_\_\_\_

Present Mileage \_\_\_\_\_

Driver \_\_\_\_\_

Coach VIN # \_\_\_\_\_

Present Gen. Hours \_\_\_\_\_

Date \_\_\_\_\_

Present # of Bunks \_\_\_\_\_

Tour \_\_\_\_\_

**SAFETY & MECHANICAL INSPECTION**

- |                                 |                          |   |                          |
|---------------------------------|--------------------------|---|--------------------------|
| Exterior Washed and Clean       | <input type="checkbox"/> | Windshield, Wipers & All Windows          | <input type="checkbox"/> |
| Wheels, Studs, Lugnuts          | <input type="checkbox"/> | Belts ( Condition and Tension)            | <input type="checkbox"/> |
| Tires (Air Pressure and Wear)   | <input type="checkbox"/> | Belt Kit (Complete for Engine and Gen)    | <input type="checkbox"/> |
| Hoses (Air, Oil, Fuel, Coolant) | <input type="checkbox"/> | Headlights, Tail Lights, Clearance Lights | <input type="checkbox"/> |
| Steering and Suspension         | <input type="checkbox"/> | Emergency Equipment ( Triangles, etc.)    | <input type="checkbox"/> |
| Fire Extinguisher               | <input type="checkbox"/> | Brake Check & Inspection                  | <input type="checkbox"/> |
| Bus Full of Fuel                | <input type="checkbox"/> | Current Annual Inspection                 | <input type="checkbox"/> |

**INTERIOR INSPECTION**

- |                                   |                          |                             |                          |
|-----------------------------------|--------------------------|-----------------------------|--------------------------|
| Interior Lights/Dash              | <input type="checkbox"/> | Insurance                   | <input type="checkbox"/> |
| Interior Cleaned & Vacuumed       | <input type="checkbox"/> | On Board Lease              | <input type="checkbox"/> |
| Refrigerator Cleaned and Working  | <input type="checkbox"/> | Registration                | <input type="checkbox"/> |
| Bathroom Cleaned and Working      | <input type="checkbox"/> | IFTA Stickers               | <input type="checkbox"/> |
| CB Radio Working                  | <input type="checkbox"/> | 12 Door Keys                | <input type="checkbox"/> |
| Linens Counted ( ____missing)     | <input type="checkbox"/> | Extra Bunk Curtains         | <input type="checkbox"/> |
| Comforters Counted ( ____missing) | <input type="checkbox"/> | Vacuum on Board             | <input type="checkbox"/> |
| Bunks Made                        | <input type="checkbox"/> | Post Inspection Form        | <input type="checkbox"/> |
| Coach Manuel                      | <input type="checkbox"/> | Breeze Rug on Board         | <input type="checkbox"/> |
| Emergency Hatch                   | <input type="checkbox"/> | Emergency Exits w/ Stickers | <input type="checkbox"/> |
| Toll Pass                         | <input type="checkbox"/> | WiFi Box/Charger            | <input type="checkbox"/> |

**REPAIRS IF NEEDED**

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## HVAC & PLUMBING

- |                                |                          |  |                          |
|--------------------------------|--------------------------|--|--------------------------|
| Bus A/C Functioning Properly   | <input type="checkbox"/> | A/C Filters (Cleaned & Inspected)      | <input type="checkbox"/> |
| Coach A/C Functioning Properly | <input type="checkbox"/> | Plumbing ( Fresh & Black ) Functioning | <input type="checkbox"/> |

### REPAIRS IF NEEDED

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## FLUID LEVEL INSPECTION

- |                 |                          |                     |                          |
|-----------------|--------------------------|---------------------|--------------------------|
| Main Engine Oil | <input type="checkbox"/> | Main Engine Coolant | <input type="checkbox"/> |
| Fuel            | <input type="checkbox"/> | Transmission        | <input type="checkbox"/> |
| Generator Oil   | <input type="checkbox"/> | Generator Coolant   | <input type="checkbox"/> |

## ELECTRONICS

- | FRONT             |                          | REAR              |                          |
|-------------------|--------------------------|-------------------|--------------------------|
| CD/DVD PLAYER     | <input type="checkbox"/> | CD/DVD PLAYER     | <input type="checkbox"/> |
| Satelite Receiver | <input type="checkbox"/> | Satelite Receiver | <input type="checkbox"/> |
| TV                | <input type="checkbox"/> | TV                | <input type="checkbox"/> |
| Internet Box      | <input type="checkbox"/> | Remotes           | <input type="checkbox"/> |
| Stereo            | <input type="checkbox"/> | Stereo            | <input type="checkbox"/> |
| Remotes           | <input type="checkbox"/> |                   |                          |
| <b>BUNKS</b>      |                          |                   |                          |
| TV/DVD PLAYER     | <input type="checkbox"/> | Number            | _____                    |

## EXTERIOR BODY INSPECTION

*List and describe any damage*

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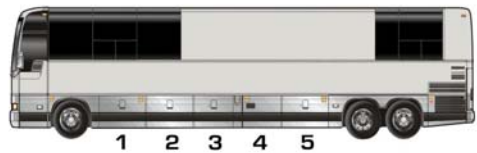
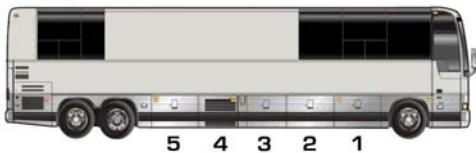
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Driver Signature \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*DRIVER IS RESPONSIBLE FOR ANY DAMAGE OR LOSS NOT REPORTED ON THIS LIST\*\*\*\*\*