



Vehicle incident/defect report

Aftercare and on site repairs

Customer/Location:

Reg. No:	Date:	Mileage:
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Problem Area	Incident/Problem/Fault
Front	
Sides	
Rear framework	
Rear closure	
Roof	
Side/rear under runs	
Other	

Service inspection sheet – boxvan

Aftercare and on site repairs

Client:		Date:
Body Number:	Vehicle Reg. No:	Engineer:
Time of Arrival:	Time of Departure:	

Area	Check All Items	✓	Comments	Work Done/ Job Timed
Cab	Air deflector			
	Roof top sleeper			
	Alarm/Security			
	Other:			
Bulkhead	Front panel			
	Corner pillars			
	Front Mountings			
	Corner Castings			
Sides	Side guard	n/s	o/s	
	Droppers	n/s	o/s	
	Side marker lights	n/s	o/s	
	Side rave	n/s	o/s	
	Wings	n/s	o/s	
	Mud flaps	n/s	o/s	
	Spray supp	n/s	o/s	
	Body mounting brackets	n/s	o/s	
	Body mounting bolts	n/s	o/s	
Rear	Under run			
	Marker plates			
	Marker lights			
	Rear frame			
	Rear closure Type:			
Body interior	Floor			
	Kick strips			
	Load securing devices			
	Tie rails			
	Lights			
	Roof			
Ancillary equipment list and report				
Any relevant comment on chassis				Current mileage:

Inspected by:	Date:
Signed for client:	Print name:

Service inspection sheet – curtain sider

Aftercare and on site repairs

Client:		Date:
Body Number:	Vehicle Reg. No:	Engineer:
Time of Arrival:	Time of Departure:	

Area	Check All Items	✓	Comments	Work Done/ Job Timed
Cab	Air deflector			
	Roof top sleeper			
	Alarm/Security			
	Other:			
Bulkhead	Front panel			
	Corner pillars			
	Front Mountings			
	Corner Castings			
Sides	Side guard	n/s	o/s	
	Droppers	n/s	o/s	
	Side marker lights	n/s	o/s	
	Side rave	n/s	o/s	
	Wings	n/s	o/s	
	Mud flaps	n/s	o/s	
	Spray supp	n/s	o/s	
	Body mounting brackets	n/s	o/s	
	Body mounting bolts	n/s	o/s	
	Poles and ratches	n/s	o/s	
	Curtains	n/s	o/s	
	Straps and buckles	n/s	o/s	
Pelmet	n/s	o/s		
Rear	Under run			
	Marker plates			
	Marker lights			
	Rear frame			
	Rear closure Type:			
Body interior	Floor			
	Load securing devices			
	Lights			
	Roof			
Ancillary equipment list and report				
Any relevant comment on chassis				Current mileage:

Inspected by:	Date:
Signed for client:	Print name:

Service inspection sheet – dropside

Aftercare and on site repairs

Client:		Date:
Body Number:	Vehicle Reg. No:	Engineer:
Time of Arrival:	Time of Departure:	

Area	Check All Items	✓	Comments	Work Done/ Job Timed
Cab	Alarm/Security			
	Other:			
Headboard	Front panel			
	Corner pillars			
	Front Mountings			
	Other:			
Sides	Side guard	n/s	o/s	
	Droppers	n/s	o/s	
	Side marker lights	n/s	o/s	
	Side rave	n/s	o/s	
	Wings	n/s	o/s	
	Mud flaps	n/s	o/s	
	Spray supp	n/s	o/s	
	Body mounting brackets	n/s	o/s	
	Body mounting bolts	n/s	o/s	
	Side boards	n/s	o/s	
	Centre pillars	n/s	o/s	
	End caps	n/s	o/s	
	Hinges	n/s	o/s	
Rear	Under run			
	Marker plates			
	Marker lights			
	Rear corner pillars			
	Tailboard			
Body interior	Floor			
	Load securing devices			
Ancillary equipment list and report				
Any relevant comment on chassis				Current mileage:

Inspected by:	Date:
Signed for client:	Print name:



Service inspection sheet

Aftercare and on site repairs

Branch:		Date:
Body Number:	Vehicle Reg. No:	Engineer:
Time of Arrival:	Time of Departure:	Odometer:

Area	Check All Items	✓	Comments	Work Done/ Job Timed
Cab	Air deflector			
	Other:			
Bulkhead	Front panel			
	Corner pillars/castings			
	Front Mountings			
Sides	Side guard	n/s	o/s	
	Droppers	n/s	o/s	
	Side marker lights	n/s	o/s	
	Side rave	n/s	o/s	
	Wings	n/s	o/s	
	Mud flaps	n/s	o/s	
	Body mountings	n/s	o/s	
Body interior	Floor			
	Kick strips			
	Tie rails			
	Lights			
	Roof			
Rear	Under run			
	Marker plates			
	Marker lights			
	Rear frame			
Shutter	Silicone oil moving parts			
	Check rollers			
	Check hinges			
	Check cables			
	Check spring balancer			
	Oil rear door lock			
	Track			
	Seals secure and conditioned			
	Shutter lath condition			
	Latch plate lock mechanism			
	Comments:			

Inspected by:	Date:
Signed for client:	Print name:



Parts supply list

To be used in conjunction with service inspection sheet

Aftercare and on site repairs

Branch:		Date:
Body Number:	Vehicle Reg. No:	Engineer:

CONTRACT PARTS FITTED

Number	Description	Reason

NON CONTRACT PARTS FITTED

Number	Description	Reason

Notes

Fitted by:	Date:
Signed for client:	Print name: