

Month:	
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GENERAL INFORMATION:

Vehicle registration number:		Driver:	
Speedometer reading (beginning of month):		Speedometer reading (end of month):	
Monthly mileage:		Total Mileage:	
Fuel used during Month (Litres):		Fuel consumption (M.P.L):	

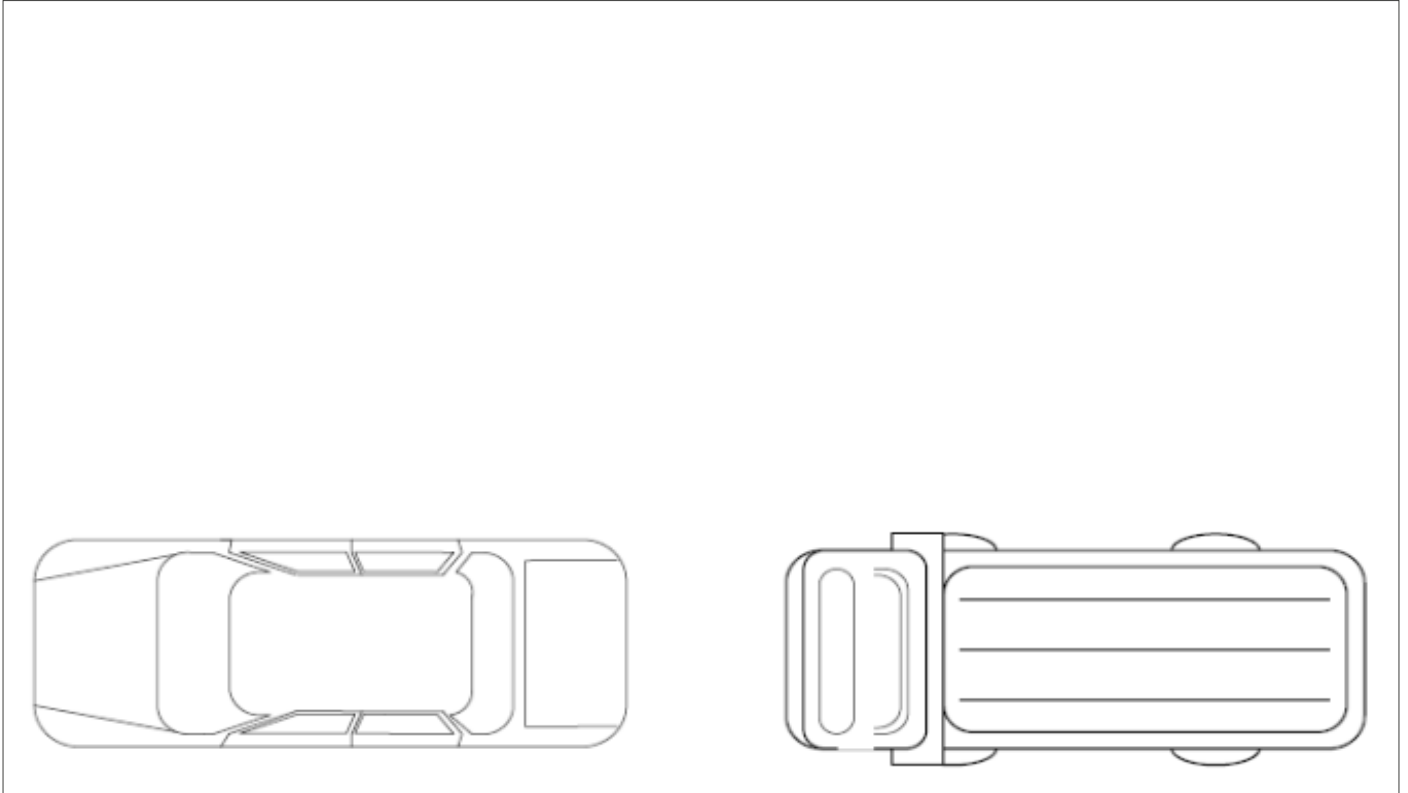
SERVICING / REPAIRS DURING MONTH:

Date:	Speedometer reading:	Brief details / costs:	Name of Garage:

MONTHLY CHECKLIST:

Item:	Checked:	Comments:
No instrument panel warning lights showing:		
All lights, indicators and horn operational:		
Windscreen and other glass (incl. mirrors) undamaged:		
Wiper blades and washers serviceable:		
Tyre condition and tread OK:		
Tyre pressure OK:		
Spare wheel serviceable:		
Wheel brace, jack and tool kit available:		
Roof rack and/or tow bar secure:		
Engine oil and other fluid levels adequate:		
Emergency equipment serviceable (e.g. first aid kit, fire extinguisher, hi-vis jacket):		
Seat belts operational:		

Bodywork Condition:
(list details of any damage and mark position on diagram)



Any other comments:

Driver's signature:

Manager's signature:

Date:

Date: