

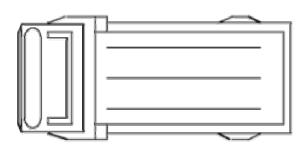


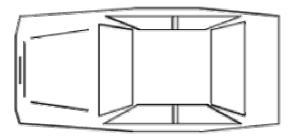
VEHICLE MAINTENANCE AND CONDITION - MONTHLY REPORT

MONTH: Vehicle registration number Driver Speedometer reading beginning of month Speedometer reading end of month Monthly mileage Total mileage Fuel used during month (litres) Consumption rate (M.P.L.) **Brief Details of Servicing / Repairs Completed During the Month** Brief details/cost Name of Garage Date Speedometer reading

Monthly Checklist		
	Checked	Comments
Tyre tread		
Wheel rims		
Spare wheel		
Wheel brace & jack		
Tool kit		
Roof rack		
Wiper blades & washers		
Front lights		
Panel gauges		
Oil level		
Water level		
Clean tidy condition		

Condition of Vehicle - detail all damage (include diagram if necessary)





Any Other Comments	
Driver's signature	Date
Manager's signature	Date