

Daily Tour/Vehicle Checklist

Vehicle #:	Checked by:	Date:
Vehicle		OK
Fuel checked		
Tyre pressure checked visually		
Lights and indicators work		
Brakes work		
Windscreen clean on the outside and inside		
First aid onboard		
Chains onboard		
Trailer coupling and load secure		
Trailer brake light and indicators work		
Driver		
Signed off by the organisation to drive today's vehicle(s) & trailer		
Physically and mentally capable of driving safely		
License carried		
Cellphone carried		
Sunglasses carried		
Fuel card and AA card carried		
Passengers		
Passenger list and contact details carried		
Any specific passenger behaviors or conditions checked		
Front seat passenger available to help the driver		
Planning		
Weather checked		
Route & timings organized & checked		
Refueling and rest stop places planned		
Contingency plan in place		
Intentions left – signed out		