

Basic Vehicle Info

VIN: _____
 Year: _____
 Make: _____
 Model: _____
 Asking price: \$ _____

Documents

Title Y N

Do they currently have the title?

Is it a Michigan title?

Is it a salvage title?

Carfax Y N

Any accidents in the vehicle history?

Maintained routinely?

How many owners? _____

Previous location of vehicle? _____

Any recalls?

Were recalls taken care of?

NADA Value Sheet

Any special features or add-ons?

Value of the vehicle? _____

Dealership Invoice

Total cost of the vehicle for the dealership?

Is the selling price a lot higher than the cost of the vehicle and the NADA value?

Service Reports

Were any parts replaced?

What do the repair orders look like?

Was any body work done?

How often was the vehicle detailed? _____

Were any recalls repaired?

Is the vehicle under any warranty?

Was this vehicle certified or inspected?

Will there need to be any repairs made to the vehicle in the near future?

Checklist

Exterior Y N

Scratches?

Rust?

Dents?

Is the tire tread good?

Are all the tires the same brand?

Are all doors / windows functioning?

Is there a spare tire and jack?

Do all exterior lights work?

Sunroof / moonroof seals damaged?

Are all fluids filled up?

Is the oil the correct color?

Are all hoses free from holes?

Are any of the belts fraying?

Interior Y N

Are there any warning lights on?

Do all interior lights work?

Radio / speakers working properly?

Odors?

Floor mats present?

Any imperfections hidden under mats?

Seats: any tears or excessive wear?

Seat adjusters working properly?

Does the heat work?

Does the AC work?

Is the head unit working OK along with buttons and knobs?

Is the center console working?

Is the center console clean?

During the Test Drive

Does the vehicle start up well after multiple tries? Y N

Does the power steering working?

Does the cruise control work?

Odd noises/vibrations when driving on various roads?

Odd noises/vibrations when driving various speeds?

Odd noises/vibrations while turning?

Does the vehicle transition smoothly when changing gears?

Does the car break smoothly and efficiently?