



UTA SERVICE LOANER RETURN CHECKLIST

Date: _____ **Driver:** _____
Unit #: _____ **Plate #:** _____
Mileage: _____

1. Exterior

- Tires (inflated, no damage) Lights (all working) Mirrors (clean, adjusted)
- Windows/Windshield (clean, no cracks) Body panels/doors secure

Notes: _____

2. Under the Hood

- Engine oil OK Coolant OK Brake fluid OK
- Washer fluid filled Battery secure, no corrosion

Notes: _____

3. Inside the Van

- Horn works Seat belts functional No warning lights
- Wipers good Heater/AC working
- Registration present Insurance card present Gas/fuel card present

Notes: _____

4. Safety Equipment

- First aid kit stocked Fire extinguisher charged Reflective triangles present

Notes: _____

5. Road Test & Fuel

- Brakes responsive Steering smooth Transmission shifts properly
- Fuel topped off

Notes: _____

Driver Signature: _____ **Date:** _____

Maintenance Contacts: Leo Avila 801-300-6640
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