

USED VAN
INSPECTION
CHECKLIST

VAN BASICS

Year	Make	Model
Asking Price/Phone		Trade in Value

BODY

Scratches

Dents

Windshield (chips/cracks?) Yes No Headlights (foggy?) Yes No

Inspection Sticker Current? Yes No Rusty Brake Rotors? Yes No

WHEELS

Tire Tread

All Tires/Wheels the same? Yes No Wheel Damage Yes No

INTERIOR

Van Options (Nav, sunroof, etc.)

Seat Rips Yes No Worn Steering Wheel Yes No

Headliner Sag Yes No Automatic Manual

UNDER VAN

Leaks (near engine and rear diff) Yes No Rust(exhaust, frame, body, etc) Yes No

Suspension (tie rods, ball joints, shocks, axle, etc)

Frame Damage from collision

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QUESTIONS TO ASK THE OWNER

- 1.) How long have you owned the vehicle?
- 2.) Why are you selling it?
- 3.) Does everything work/any problems?
- 4.) Any service records, what have you done since owning the vehicle?
- 5.) What did you use the vehicle for?
- 6.) How many miles did you put on it when you owned it?
- 7.) What vehicle are you looking to get now? Why?

THINGS TO BRING

- OBDII Scanner Magnet Flashlight Paper towel Pen

VIN CHECK vinrcl.safercar.gov/vin & nicb.org/vincheck

Notes

- ENGINE -

Scan Engine with OBDII Scanner (P1000= codes cleared recently)

ENGINE BEFORE STARTUP

Hood pops open easily?	<input type="checkbox"/>	Hood support/struts work?	<input type="checkbox"/>
Frame straight/no kinks?	<input type="checkbox"/>	Clean vs Dirty (was the engine detailed)	<input type="checkbox"/>
Leaks (oil, coolant, tranny)	<input type="checkbox"/>	Any damage/new parts	<input type="checkbox"/>
Oil level and oil (no metal, not frothy)	<input type="checkbox"/>	Oil Cap (no froth under cap)	<input type="checkbox"/>
Coolent (make sure it's not hot when you check)	<input type="checkbox"/>	Hoses, belts, battery post, wires, etc	<input type="checkbox"/>

ENGINE COLD STARTUP

Any strange noises/smoke? (ticking, grinding)	<input type="checkbox"/>	Does it take too long to start?	<input type="checkbox"/>
Does the motor move a lot (bad motor mounts)	<input type="checkbox"/>	Check under oil cap (strong pulses/smoke)	<input type="checkbox"/>
Idle (does the idle drop and smooth out)	<input type="checkbox"/>	Check exhaust for smoke upon startup	<input type="checkbox"/>

ENGINE WARM STARTUP

Any strange noises/smoke? (ticking, grinding)	<input type="checkbox"/>	Does it take too long to start?	<input type="checkbox"/>
Check under oil cap (strong pulses/smoke/froth)	<input type="checkbox"/>	Idle (does the idle drop and smooth out)	<input type="checkbox"/>
Bubbling in radiator reservoir? (blown headgasket)	<input type="checkbox"/>	Check exhaust for smoke upon startup	<input type="checkbox"/>

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- INTERIOR -

SEATS (FRONT/REAR)

Damage, rips, tares, stains, smell	
Adjust properly (forward, back, tilt)	

Solid/no movement	
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CARPET (FRONT/REAR/TRUNK)

Check Under Carpets (rust, water)	
Stains, holes, cuts, smell, dampness	

Floor mats?	
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TRUNK

Spare (holds air, not rusty)	
Spare tire carrier round (no indents)	
Water marks, damp carpet?	

Jack with lug wrench	
Lug nut key (locking lug-nuts)	

VEHICLE OPTIONS

Power Windows (roll up/down, scratches)	
Power Mirrors (heat and movement)	
Radio (am/fm/clock set right, speakers work)	
Navigation (make sure it locates)	
Rear View Mirror (auto-dim)	
Lights (glove box, map, dashboard, etc)	
Heated Seats	
Check for Owner's Manual	

Window tint (bubbles, legal)	
Power Locks (all doors lock/unlock)	
AC/Heat (all settings, all vents)	
Sunroof (opens/closes, no leaks)	
Parking Sensors (beep in reverse)	
Emergency Brake Holds vehicle in Neutral	
Wipers and washer fluid work	
All Gauges Work	

HEADLINER

Sagging?	
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Water Damage, Burns, damage	
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WEAR AND TEAR

Gas/Brake Pedal	
Shift Knob	

Steering Wheel	
Seats/Carpet	

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- EXTERIOR -

LIGHTS

High/Low Beams		Front Running Lights	
Front Fog Lights		Front Turn Signals	
Brake Running Lights		Pressed Brake Lights (3rd brake light)	
Rear Turn Signals		Rear Fog Lights	

BODYWORK

Panel Gaps		Paint Seams on edge of panels	
Bondo (magnet and tapping methods)			

TIRES

Turn lock to lock		Inspect tread-wear	
Inspect camber/toe angle			

- TEST DRIVE -

(Go for a regular drive city and highway)

ACCELERATION TEST (Smooth, no knocks or hesitation)

Regular Acceleration		Hard Acceleration	
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TURNING TEST

Stationary- turn lock to lock (noise/feel)		Front Running Lights	
Turn back and forth in motion to sway vehicle (controlled, squeaks, knocks)		Hard turn while moving (controlled, squeaks, knocks)	

BRAKE TEST (smooth, no pulls, no noises, no vibrations)

Regular Braking		Hard Braking (try to activate abs)	
ABS Light on dash?		Noise/pulling?	

HIGHWAY (stop and go, bumps, turns, slower)

RPM (top gear/overdrive)		Smooth/controlled/comfortable/solid	
Noises (thuds, squeaks, whines)		Downshift at cruising speed	
Cruise Control			

CITY (stop and go, bumps, turns, slower)

Noises (thuds, squeaks, whines)		Vibrations	
Does the car feel good to drive?		Shifting (smooth, crisp, no slipping)	

Scan Engine after Test Drive