

CERTIFIED COMPREHENSIVE INSPECTION REPORT



Retailer Name _____ Retailer Code _____ VIN# _____ Inspection Date _____ Model Year _____ Model _____ Repair Order # _____ Present Mileage _____

Check the appropriate boxes

Volvo STD	ADJ	Replaced	NA	
VIN Inspection and Interior Accessories				
				VIN matches other VINs on vehicle and paperwork/proper attachment (original/no alterations)
				Vehicle has required state decals (emission, inspection, etc.)
				Service campaign and recall updates performed on vehicle
				Vehicle checked for trouble codes
				Oil change/scheduled maintenance performed
				Two sets of master keys and two transmitters (where applicable)
				Radio code cards (where applicable)
				Owner's Manual
				Volvo Warranty Information Booklet
				Maintenance Record Booklet
				If maintenance records are unavailable, replace oil, oil filter, flame trap, plugs, air filter, pollen filter
Road Test				
				Starting cold/hot
				Engine idle quality
				Engine performance/smooth acceleration
				Engine noise (cold/hot and high/low speeds)
				Automatic transmission/transaxle noise (cold/hot)
				Automatic transmission shift points/slippage (operational/smooth/proper shift points/check at all shift points)
				Shift interlock (operation)
				Clutch operation (smooth engagement/slippage/chatter)
				Steering/rack-and-pinion/steering linkage performance (steering wheel free play/center steering/response/smoothness)
				Brakes/ABS (effectiveness/operation/noise/no pulling or pulsating) Note: ABS may pulsate under hard application, which indicates proper operation.
				Cruise control operation (including resume)
				Gauge/speedometer/tachometer/odometer/trip computer/Info Center (operation)
				Body/suspension (performance/noise/rough road test)
				Adaptive Cruise Control, Collision Warning Indication, Blind Spot Information System, Lane Departure Warning function, and City Safety (where equipped)
BODY EXTERIOR				
Frame				
				Overall vehicle condition – visually inspect for repairs, damage, abnormal tire wear Note: Overall vehicle inspection should take place at this point for rust and/or damage due to some natural disaster. Look under carpet in trunk, interior, and under dash for flood damage.
Body Panels				
				Inspect for damage, dings, dents, alignment, mismatched paint, and overall paint condition (clear coat)
Bumpers/Fascia				
				Inspect for damage, alignment, and improper repairs Note: Slightly mismatched paint is fairly common on some vehicles with plastic bumpers.
Doors/Hood/Trunk/Tailgate Operation				
				Release mechanisms manual/automatic, hinges, and alignment
Grille/Trim/Molding/Roof Rack, Etc.				
				Condition: Bent, dings, parts missing, and proper attachment

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INTERIOR				
Audio/Alarm Systems				
				Audio system – radio, satellite radio, cassette, CD, speakers (condition/operation)
				Antenna (condition/operation)
				Navigation system (operation) – navigation disc may be required for pre-2008 models
				Alarm/theft-deterrent system (condition/operation)
				Bluetooth integrated handsfree telephone interface (factory and accessory)
				iPod USB support systems (factory and accessory)
Interior Amenities				
				Heating/ventilation/AC/defogger/defroster
				Climate control system – air conditioning/heating system (condition/operation)
				Pollen filter (condition/replace per maintenance schedule)
				Defogger/defroster (operation)
				Clock (condition/operation)
				Horn (condition/operation)
				Lighter/power outlet(s) (condition/operation)
				Ashtray (condition/operation)
				Glove box/glove box light/center armrest/console/cupholders (condition/operation)
				Tilt/telescopic steering wheel (operation)
				Steering wheel lock (operation)
				Mirrors/rearview/autodim (condition/operation)
				Instrument panel/lights & warning lights (condition/operation/bulb check)
				Warning chimes (operation)
				Interior courtesy/dome/map lights (operation)
				Fuel filler door release (operation)
				Interior door handle (operation)
Interior Trim/Carpet/Floor Mats				
				Carpet (condition/appearance)
				Floor mats (condition/appearance)
				Door trim/panels (condition/appearance/attachment)
				Headliner (condition/appearance)
				Sun visors (condition/appearance/vanity mirror & light)
Luggage Compartment/Trunk				
				Luggage compartment mat/trim/carpet/cargo net (condition)
				Luggage compartment light (operation)
				Jack/tools (condition)
				Power-operated tailgate (where equipped)
Seats				
				Seat upholstery (condition/worn/ripped/cracked/faded)
				Heated seat (operation)
				Power seats (operation)
Sunroof/Convertible Top				
				Sunroof (condition/operation)
				Convertible top (condition/operation/rear window operation)
POWERTRAIN				
Engine Mechanical Condition				
				Fluid leakages (record where and what is leaking)
				Water in oil (check underside of oil filler cap)
				Inspect timing belt (condition: change per maintenance schedule)
				Fluids (condition/levels)
				Belts/idler (condition/operation)
				Hoses (condition)

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VOLVO SAFETY INSPECTION				
Brakes				
				Calipers/cylinders (operation/condition/leaks)
				Brake fluid (level/condition/top off as necessary)
				Pads (condition/wear/% remaining/replace pads if necessary)
				Pad thickness – Left Front __ mm, Left Rear __ mm, Right Front __ mm, Right Rear __ mm
				Rotors (condition/wear/hot spots or replace as required)
				Brake system lines/hydraulics/hoses/fittings (condition/wear/leaks)
				Parking brake (operation/adjustment/condition)
				Master cylinder and booster (operational/leaks)
Window/Door Lock Operation				
				Door locks/controls (manual/automatic operation)
				Child safety locks (operation)
				Windows/controls (manual/automatic operation, locks)
				Keyless vehicle systems (where equipped)
Air Bags/Seatbelts/Seats				
				Visually inspect air bags, SIPS, WHIPS, IC
				Seatbelts (condition/operation)
				Seats (condition/operation)
				Integrated child booster, ISO-FIX, folding mechanisms
Glass/Mirror/Wiper & Washer Condition				
				Windshield (damaged, pitted, wiper marks, cracked, delamination)
				Side/rear windows (damaged, pitted, repaired, cracked)
				Mirrors (condition of mirror, hinge, operation, heater)
				Wipers (condition of blade)

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Glass/Mirror/Wiper & Washer Condition (continued)				
				Rain sensor (operation)
				Wipers (operation/speeds/delay)
				Washer (fluid level/spray pattern)
Exterior Lights				
				Head lights, high/low beams (lens condition/operation and proper aim)
				Taillights (lens condition/operation)
				Brake lights/high-mount brake light (lens condition/operation)
				Parking lights (lens condition/operation)
				Hazard lights (lens condition/operation)
				Reverse lights (lens condition/operation)
				Turn signal/side marker lights (lens condition/operation)
				License plate lights (lens condition/operation)
				Foglights/driving lights (lens condition/operation)
Tires and Wheels				
				Refer to Owner's Manual for tire recommendation
				Correct size/all tires
				Minimum tread depth 4/32" (3 readings per tire)
				Condition/abnormal wear (sidewalls/alignment problems)
				Set pressure to specifications
				All tires match
				Spare tire (condition/inspected)
				Wheel (condition/run out/curb damage/finish)

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				Wiring (condition)
				Engine mounts (condition)
Cooling System				
				Hoses (condition)
				Coolant (condition/level/leaks/freeze point/voltage – corrosion)
				Radiator (condition/pressure checked/tube/fins)
				Cooling fan/fan motor (condition/operation/auxiliary fan operation)
				Pressure test cap/system
				Recovery tank (condition/fluid level/sensor operation)
Fuel System				
				Fuel lines/hoses (leaks/inspected/condition)
				Air filter (condition/replace per maintenance schedule)
				Fuel filter (condition/replace per maintenance schedule)
Electrical System				
				Starter operation/noise
				Battery (condition/fluid/level/load test – record readings)
				Battery reading code: _____
Exhaust System				
				Entire exhaust system (condition/leaks/damage/noise)
				Catalytic converter and shielding

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Transmission/Differential/Transaxle				
				Automatic transmission/transaxle fluids/angle drive fluids (condition/level/leaks/fill)
				Manual transmission/drive axle (condition/level/leaks/fill)
				Transmission mounts (condition/cracked/oil soaked/replace worn mounts)
				Universal joints/CV joints/boots (condition)
				Differential/drive axles (condition/leaks/damage)
				Clutch (fluid level)
Suspension/Steering				
				Rack-and-pinion/steering linkage (condition/leaks/boots)
				Power steering pump and hoses (leaks/noise/operation)
				Suspension system/control arms/ball joints/bushings (condition)
				Sway bars/links/bushings (operational to factory specifications)
				Springs (vehicle ride height/check for spring sag)
				Struts/shocks (leakage/bounce test/noise)
				Fluid (condition/level/leaks/top off as necessary)

COMMENTS: _____

The following signatures are required:

Service Technician _____ Date _____

Service Manager _____ Date _____

Pre-Owned Manager _____ Date _____



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