CERTIFIED COMPREHENSIVE INSPECTION REPORT

VOLVO CERTIFIED PRE-OWNED

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
				Check vehicle 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
Volvo STD	ADJ	Replaced	NA	**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)
BODY EXTERIOR				
Volvo STD	ADJ	Replaced	NA	**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 damage due to some natural disaster. Look under carpet in trunk, interior, and under dash for flood damage.
Volvo STD	ADJ	Replaced	NA	**Body Panels**
				Inspect for damage, dings, dents, alignment, mismatched paint, and overall paint condition (clear coat)
Volvo STD	ADJ	Replaced	NA	**Bumpers/Fascia**
				Inspect for damage, alignment and improper repairs **Note:** Slightly mismatched paint is fairly common on some vehicles with plastic bumpers.
Volvo STD	ADJ	Replaced	NA	**Doors/Hood/Trunk/Tailgate Operation**
				Release mechanisms manual/automatic, hinges, alignment, and proper attaching devices
Volvo STD	ADJ	Replaced	NA	**Grille/Trim/Molding/Roof Rack, Etc.**
				Condition: Bent, dings, parts missing, and proper attachment
INTERIOR				
Volvo STD	ADJ	Replaced	NA	**Audio/Alarm Systems**
				Audio system – radio, satellite radio, cassette, CD, speakers (condition/operation)
				Antenna (condition/operation)
				Navigation system (operation)
				Alarm/theft-deterrent system (condition/operation)

Check the appropriate boxes

Volvo STD	ADJ	Replaced	NA	Interior Amenities
				Heating/ventilation/AC/defogger/defroster
				Climate control system – air conditioning/heating system (condition/operation)
				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/rear view/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)
Volvo STD	ADJ	Replaced	NA	**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)
Volvo STD	ADJ	Replaced	NA	**Luggage Compartment/Trunk**
				Luggage compartment mat/trim/carpet/cargo net (condition)
				Luggage compartment light (operation)
				Jack/tools (condition)
Volvo STD	ADJ	Replaced	NA	**Seats**
				Seat upholstery (condition/worn/ripped/cracked/faded)
				Heated seat (operation)
				Power seats (operation)
Volvo STD	ADJ	Replaced	NA	**Sunroof/Convertible Top**
				Sunroof (condition/operation)
				Convertible top (condition/operation/rear window operation)
				Convertible top boot (condition)
POWERTRAIN				
Volvo STD	ADJ	Replaced	NA	**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)
				Wiring (condition)
				Engine mounts (condition)
Volvo STD	ADJ	Replaced	NA	**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)

VOLVO SAFETY INSPECTION

Check the appropriate boxes

Volvo STD	ADJ	Replaced	NA	Brakes
				Calipers/cylinders (operation/condition/leaks)
				Brake fluid (level/condition/top off as necessary)
				Pads (condition/wear/% remaining/replace pads if necessary)
				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)
Volvo STD	ADJ	Replaced	NA	**Window/Door Lock Operation**
				Door locks/controls (manual/automatic operation)
				Child safety locks (operation)
				Windows/controls (manual/automatic operation, locks)
Volvo STD	ADJ	Replaced	NA	**Air Bags/Seat Belts/Seats**
				Visually inspect air bags, SIPS, WHIPS, IC
				Seat belts (condition/operation)
				Seats (condition/operation)
				Integrated child booster, ISO-FIX, folding mechanisms
Volvo STD	ADJ	Replaced	NA	**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)
				Wipers (operation/speeds/delay)
				Washer (fluid level/spray pattern)

Check the appropriate boxes

Volvo STD	ADJ	Replaced	NA	Exterior Lights
				Head lights, high/low beams (lens condition/operation)
				Tail lights (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)
				Fog/driving lights (lens condition/operation)
Volvo STD	ADJ	Replaced	NA	**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)

Check the appropriate boxes

Volvo STD	ADJ	Replaced	NA	Fuel System
				Fuel lines/hoses (leaks/inspected/condition)
				Pollen filter (condition/replace per maintenance schedule)
				Air filter (condition/replace per maintenance schedule)
				Fuel filter (condition/replace per maintenance schedule)
Volvo STD	ADJ	Replaced	NA	**Electrical System**
				Starter operation/noise
				Battery (condition/fluid/level/load test – record readings)
				Battery reading code: _____
Volvo STD	ADJ	Replaced	NA	**Exhaust System**
				Entire exhaust system (condition/leaks/damage/noise)
				Catalytic converter and shielding
Volvo STD	ADJ	Replaced	NA	**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)

Check the appropriate boxes

Volvo STD	ADJ	Replaced	NA	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_____

White copy – Customer Yellow copy – Volvo Retailer Pink copy – Service File