

Vehicle Candidate: ☐ A ☐ B ☐ C ☐ D

QUICK BUY INSPECTION

Complete a separate report for each vehicle candidate

HOW TO USE THIS REPORT

THE DO — Inspect, Test & Document

Use the Quick Buy Inspection Report, the Full Vehicle Inspection Report, or both to evaluate each candidate vehicle in person. Follow the checklists to examine the vehicle's condition, test its features, and document concerns. Complete a separate report for each vehicle inspected, recording your findings as you go.

Record the vehicle information in the Vehicle Identification section below to help identify and keep track of each candidate throughout the inspection and comparison process.

Check boxes:

Digital use:

Checkboxes have a pull-down selection when you click on the box. The options are ✓ for OK or X for a concern. If the inspected item is not applicable, leave the box empty.

Printed forms:

Write the symbol in the box. If the inspected item is not applicable, leave the box empty.

✓ = OK

X = CONCERN

☐ = N/A

Record any defects, concerns, or items requiring follow-up in the Inspection Results section. Use the Vehicle A-D designation from your Core Buyer Packet. Check the assigned Vehicle Candidate letter at the top of each page if printing reports for multiple vehicles.

VEHICLE IDENTIFICATION

VEHICLE INFORMATION	
VIN:	
Year:	
Make:	
Model:	
Inspection Date:	

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HISTORY AND LISTING VERIFICATION

Review the vehicle-history report for reported maintenance, accidents, or damage, title issues, registration locations, and ownership or sales history. Compare it with the listing and flag discrepancies. A history report may be incomplete.

✓ = OK X = CONCERN ☐ = N/A

INSPECTION ITEM / WHAT TO LOOK FOR	
☐	VIN on vehicle matches listing and history report
☐	Title, accident/damage, mileage, ownership and prior-use history reviewed
☐	Maintenance records, recalls and known concerns reviewed
☐	Advertised trim, must-have features and seller claims checked

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INSPECTION REPORT

CRITICAL WALKAROUND INSPECTION

Before agreeing to a purchase, walk around the vehicle and examine the critical items listed below. Look for visible damage, uneven tire wear, fluid leaks, rust, missing equipment, and signs of previous repairs. Check that accessible features and components operate as expected. Record any concerns rather than assuming an issue is minor or cosmetic.

WARNING: Never open a hot pressurized cooling system. Have a qualified mechanic evaluate anything uncertain.

✓ = OK X = CONCERN ☐ = N/A

INSPECTION ITEM / WHAT TO LOOK FOR		
☐	Exterior:	Major collision signs, uneven panel gaps, paint mismatch, rust or fluid leaks
☐	Tires / Wheels:	Tread, uneven wear, damage, bent rims and tire age/condition
☐	Spare Tire / Inflator Kit:	Spare or inflator kit in usable condition, jack, lug wrench, and wheel-lock key present where applicable
☐	Under the hood:	Visible leaks, damaged hoses/belts, unusual smells; fluid levels if safe to inspect
☐	Interior:	Warning lights, seat belts, windows, locks, HVAC, screens and must-have features

INSPECTION RESULTS

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TEST DRIVE & ASSESSMENT

Drive the vehicle under a variety of conditions, including city streets and highway speeds when possible. Pay attention to how the vehicle accelerates, brakes, steers, and shifts. Listen for unusual noises, feel for vibrations or pulling, and watch for warning lights. Test important features and assess overall comfort and visibility. Record any concerns, even if they seem minor.

✓ = OK X = CONCERN ☐ = N/A

INSPECTION ITEM / WHAT TO LOOK FOR	
☐	Engine starts normally; no persistent warning lights or unusual noises
☐	Steering tracks straight; braking feels smooth; no concerning vibration or pulling
☐	Transmission shifts smoothly; acceleration and handling feel normal
☐	Comfort, visibility, seating and ease of entry/exit meet needs
☐	All promised safety, convenience and technology features tested where safe

INSPECTION RESULTS

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OVERALL EVALUATION

Review your inspection and test-drive findings to assess the vehicle's overall condition. Identify any unresolved concerns, needed repairs, or additional information required from the seller. Consider whether the vehicle meets your needs and is worth further evaluation. Record your assessment before deciding whether to continue with the purchase process.

☐ ELIMINATE ☐ FOLLOW UP ☐ CONSIDER FOR PPI ☐ FINALIST

Potential repair costs: \$ _____

Questions for the seller:

IMPORTANT:

A buyer's inspection does not replace an independent Pre-Purchase Inspection (PPI). If you feel the vehicle needs further evaluation, consider having a qualified independent mechanic perform a PPI.

Use the Core Buyer Packet to compare finalists, document the deal, arrange for an independent PPI (if desired), and review final paperwork.