

TOYOTA MATRIX **2009 PRE-DELIVERY SERVICE CHECK SHEET**

A. FUNCTIONAL OPERATION	OK	Adjust/ Repair	D. UNDER VEHICLE (ON HOIST)	OK	Adjust/ Repair
<p><i>Apply parking brake and turn ignition "ON"; place gear selector in reverse; turn on lights and rear defogger. Unlock doors; release fuel door; release trunk hatch.</i></p>			<p>01 Remove disc brake anti-rust covers/anti-corrosion wheel film* <input type="checkbox"/></p> <p>02 Install rubber body plugs* (Stored in glove box or console) <input type="checkbox"/></p> <p>03 Inspect tires for defects/damage <input type="checkbox"/> <input type="checkbox"/></p> <p>04 Initialize Tire Pressure Warning System <input type="checkbox"/></p> <p>05 Install wheel covers/caps/spare tire wheel covers* ... <input type="checkbox"/></p> <p>06 Inspect for fuel, oil, coolant, and other fluid leaks <input type="checkbox"/> <input type="checkbox"/></p>		
<p>01 Check dome, courtesy, map and sun visor lights* . <input type="checkbox"/> <input type="checkbox"/></p> <p>02 Check warning/indicator lights, gauges and horn .. <input type="checkbox"/> <input type="checkbox"/></p> <p>03 Check windshield wipers and washers <input type="checkbox"/> <input type="checkbox"/></p> <p>04 Check headlights, instrument lights, turn signals, emergency flashers, and brake lights <input type="checkbox"/> <input type="checkbox"/></p> <p>05 Check inside/outside rear view mirror operation/adjustment <input type="checkbox"/> <input type="checkbox"/></p> <p>06 Check cigarette lighter and power outlets* <input type="checkbox"/> <input type="checkbox"/></p> <p>07 Check sunroof* <input type="checkbox"/> <input type="checkbox"/></p> <p>08 Install outside rear view mirrors* <input type="checkbox"/></p> <p>09 Install antenna <input type="checkbox"/></p> <p>10 Check audio system and set clock* <input type="checkbox"/> <input type="checkbox"/></p> <p>11 Install shift-lock override button cover <input type="checkbox"/></p>			<p>E. ROAD TEST</p> <p><i>A complete road test helps assure customer satisfaction. Drive vehicle over a variety of road surfaces and driving conditions. Check for unusual noise and driving performance.</i></p> <p>Enter Odometer Reading</p> <p>Reading Before Test _____</p> <p>Reading After Test _____</p>		
<p>B. WALKAROUND INSPECTION</p> <p><i>Start at left front door. Check window and door lock operation (from master power switch, if equipped). Continue around vehicle in a counterclockwise direction checking each door and window operation, child door locks, seat belts, interior condition, all lights, trunk contents. Remove rubber body plugs from glove box for installation during UNDER VEHICLE inspection. Finish by checking headlight aim and continue into UNDER HOOD checks.</i></p>			<p>01 Check cold engine operation <input type="checkbox"/> <input type="checkbox"/></p> <p>02 Check engine operation during warm-up <input type="checkbox"/> <input type="checkbox"/></p> <p>03 Check engine at normal operating temperature <input type="checkbox"/> <input type="checkbox"/></p> <p>04 Check clutch*/transmission operation <input type="checkbox"/> <input type="checkbox"/></p> <p>05 Check brake and parking brake operation <input type="checkbox"/> <input type="checkbox"/></p> <p>06 Check steering operation and off-center/ vehicle pull/flutter <input type="checkbox"/> <input type="checkbox"/></p> <p>07 Inspect for abnormal noises and vibration <input type="checkbox"/> <input type="checkbox"/></p> <p>08 Inspect for squeaks and rattles <input type="checkbox"/> <input type="checkbox"/></p> <p>09 Check heater and A/C* operation <input type="checkbox"/> <input type="checkbox"/></p> <p>10 Check cruise control operation* <input type="checkbox"/> <input type="checkbox"/></p> <p>11 Set/calibrate compass* <input type="checkbox"/></p>		
<p>01 Check window operation <input type="checkbox"/> <input type="checkbox"/></p> <p>02 Check door and door lock operation, including each wireless remote control/theft deterrent system* <input type="checkbox"/> <input type="checkbox"/></p> <p>03 Check that engine starts with all keys <input type="checkbox"/> <input type="checkbox"/></p> <p>04 Check that child safety door locks are in normal (unlocked) position* <input type="checkbox"/> <input type="checkbox"/></p> <p>05 Check seats and seat belt operation <input type="checkbox"/> <input type="checkbox"/></p> <p>06 Check rear defogger* <input type="checkbox"/> <input type="checkbox"/></p> <p>07 Check side marker, tail, backup, and license plate lights <input type="checkbox"/> <input type="checkbox"/></p> <p>08 Check trunk light* and trunk trim appearance <input type="checkbox"/> <input type="checkbox"/></p> <p>09 Check spare tire pressure and jack and tool installation <input type="checkbox"/> <input type="checkbox"/></p> <p>10 Check headlight aim <input type="checkbox"/> <input type="checkbox"/></p>			<p>F. FINAL INSPECTION AND CLEANING</p> <p>01 Remove interior protective covers, unnecessary labels, tags, etc. (Remove protective covers just before delivery to the customer) <input type="checkbox"/></p> <p>02 Visually inspect all interior parts for installation, damage, fit, dirt, etc. <input type="checkbox"/> <input type="checkbox"/></p> <p>03 Remove Rappgard™ protective film <input type="checkbox"/></p> <p>04 Wash and clean vehicle <input type="checkbox"/></p> <p>05 Inspect paint finish for scratches, chips, rust, dents, damage, etc. <input type="checkbox"/> <input type="checkbox"/></p> <p>06 Inspect exterior body parts for proper installation, damage, rust, etc. <input type="checkbox"/> <input type="checkbox"/></p> <p>07 Place oil change sticker on inside of windshield, top left corner <input type="checkbox"/></p> <p>08 Install front license plate mounting bracket <input type="checkbox"/></p>		
<p>C. UNDER HOOD</p> <p>01 Check engine oil and ATM* fluid levels <input type="checkbox"/> <input type="checkbox"/></p> <p>02 Check brake, clutch*, and power steering fluid levels <input type="checkbox"/> <input type="checkbox"/></p> <p>03 Check engine coolant level <input type="checkbox"/> <input type="checkbox"/></p> <p>04 Check battery state-of-charge using Digital Battery System Analyzer (SOC Reading: _____%) <input type="checkbox"/> <input type="checkbox"/></p> <p>05 Inspect for fuel, oil, coolant, and other fluid leaks ... <input type="checkbox"/> <input type="checkbox"/></p>			<p>* Inspect or Install when Equipped/Required</p>		
<p>COMMENTS</p> <p>_____</p> <p>_____</p>					
<p>Completion and retention of this form is required to comply with Toyota's Warranty Policy.</p>					
<p>TECHNICIAN'S SIGNATURE _____</p>			<p>SERVICE MANAGER'S SIGNATURE _____</p>		
<p>NAME (PLEASE PRINT) _____</p>			<p>NAME (PLEASE PRINT) _____</p>		
Date	Dealer Name	Dealer Code	Vehicle Identification Number (Sticker)		

We hereby certify that all items on this form have been checked and corrected for proper operation as required.