

Item 1. Record Make and Model	Inspected	Corrected
<ul style="list-style-type: none"> Make _____ Model _____ 	<input type="checkbox"/>	<input type="checkbox"/>
Item 2. Engine Number	Inspected	Corrected
<ul style="list-style-type: none"> Check engine number which will appear on the main engine component of the vehicle against the prepared documentation. Engine No. _____	<input type="checkbox"/>	<input type="checkbox"/>
Item 3. VIN	Inspected	Corrected
<ul style="list-style-type: none"> Check the VIN of the vehicle against the documentation and the compliance plate. VIN _____	<input type="checkbox"/>	<input type="checkbox"/>
Item 4. Riding controls	Inspected	Corrected
<ul style="list-style-type: none"> Sit on the rider's seat and test all the riding controls. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Check the operation of the parking brake. On Australian Design Rule 33 cycles fitted with side-car outfits, check by putting the transmission in neutral, applying parking brake and attempting to move the outfit. The brake must be able to stop the outfit being moved. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Ensure the horn works. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Throttle cable free play. Turn handle bar lock to lock and make sure throttle cable is free and engine revs do not change. Adjust routing and free play if necessary. 	<input type="checkbox"/>	<input type="checkbox"/>
Item 5. Rider's vision	Inspected	Corrected
<ul style="list-style-type: none"> Check that mirrors are securely attached and forward vision through windscreen (if fitted). 	<input type="checkbox"/>	<input type="checkbox"/>
Item 6. Lights	Inspected	Corrected
<ul style="list-style-type: none"> Test the operation of all lights and check the aim of the headlight/s. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Ensure that all compulsory reflectors are not damaged and are fitted to the rear of the vehicle. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Check the number plate light is directing light on to the surface of the number plate and not the rear of the vehicle. 	<input type="checkbox"/>	<input type="checkbox"/>
Item 7. Chassis	Inspected	Corrected
<ul style="list-style-type: none"> Check the chassis, sub-frames, transmission, chain guards, exhaust and braking system components. 	<input type="checkbox"/>	<input type="checkbox"/>
Item 7a. Chassis ATV / UTV and side by side vehicles	Inspected	Corrected
<ul style="list-style-type: none"> Check Split pin Tie Rod 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Check Split Pin (King pin). 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Check split pin base of steering column. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Check any remaining split pins to make sure they are fitted correctly. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Check tie rod bolts to make sure they are tight. Thread lock recommended. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Use a paint marker to put a mark on each split pin and bolt to allow visibility when checking over. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Remove wheels check axle crown nuts tension and mark split with paint marker. 	<input type="checkbox"/>	<input type="checkbox"/>

Item 8. Brakes	Inspected	Corrected
• Check the operation of the brake controls.	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure that where brakes are firmly applied, more than 20% of the pedal or handle travel remains.	<input type="checkbox"/>	<input type="checkbox"/>
• Check that the wheel brake is functioning.	<input type="checkbox"/>	<input type="checkbox"/>
• Inspect visible brake components for leakage and security of mountings.	<input type="checkbox"/>	<input type="checkbox"/>
• Check the effective operation of the park brake.	<input type="checkbox"/>	<input type="checkbox"/>
Item 9. Wheels and tyres (inspect each road wheel to ensure that:)	Inspected	Corrected
• No wheel or rim is cracked or has pieces of a casting missing, or is buckled.	<input type="checkbox"/>	<input type="checkbox"/>
• There are no missing or broken wheel mounting nuts, studs or bolts.	<input type="checkbox"/>	<input type="checkbox"/>
• Any spoked wheel has no missing, loose, broken or cracked spokes.	<input type="checkbox"/>	<input type="checkbox"/>
• The tyre or rim does not foul any component at any point over its full range of travel.	<input type="checkbox"/>	<input type="checkbox"/>
Item 10. Check the suspension, wheel bearings and steering components	Inspected	Corrected
• Visually inspect all steering components.	<input type="checkbox"/>	<input type="checkbox"/>
• Where steering linkages are fitted, the rotational free play must not exceed 10 mm measured at the end of the handlebars.	<input type="checkbox"/>	<input type="checkbox"/>
• Check if any nut, bolt or locking device is missing or insecure.	<input type="checkbox"/>	<input type="checkbox"/>
• Visually inspect the suspension to ensure no component is broken, cracked, cut, missing or not secured.	<input type="checkbox"/>	<input type="checkbox"/>
• Check that no shock absorber is inoperative or not securely mounted, or that any nut, bolt, or locking device is missing or not secured.	<input type="checkbox"/>	<input type="checkbox"/>
Item 11. Number plate location	Inspected	Corrected
• Ensure the number plate is permanently affixed to the vehicle.	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure the number plate is: <ul style="list-style-type: none"> • in an upright position that is substantially parallel to the vehicles axles. • not more than 1.3 metres above ground level. 	<input type="checkbox"/>	<input type="checkbox"/>
• Check the number plate is not obscured, defaced or otherwise not legible.	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure the numbers on the number plate are clearly visible from any point:: <ul style="list-style-type: none"> • up to 20 metres from the number plate • within an arc of 45 degrees from the surface of the number plate above or to either side of the vehicle 	<input type="checkbox"/>	<input type="checkbox"/>
• Check any cover on the number plate: <ul style="list-style-type: none"> • is clear, clean, untinted and flat over its entire surface • has no reflective or other characteristics that would prevent the successful operation of a device approved for use under a law relating to the detection of traffic offences. 	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure one number plate is affixed to the vehicle's rear.	<input type="checkbox"/>	<input type="checkbox"/>