## **POST-TRIP SAFETY REVIEW CHECKLIST**

NO	CHECKLIST	YES	NO	COMMENTS
1.	Check for any new damage to the vehicle			
2.	Ensure all lights are still functional			
3.	Verify tire condition and pressure			
4.	Check fluid levels (oil, coolant, etc.)			
5.	Clean the windshield and mirrors			
6.	Secure any loose items in the vehicle			

7.	Ensure all windows are closed			
8.	Remove any trash or debris from the vehicle			
9.	Lock all doors			
10.	Check for any alerts or warning lights on the dashboard			
11.	Document any issues for repair			
12.	Ensure all personal belongings are removed			
13.	Turn off all electronics and lights			

14.	Park in a safe, designated area		
15.	Conduct a final walk-around inspection		

## **Further Comments & Action**

