

## Fleet VTV Checklist

### Overview

This document provides a checklist of additional items a store employee needs to capture while performing the VTV (visit the vehicle) process for a fleet vehicle. These additional items are not included on the current VTV pad.

### Required Fleet VTV Information

The following fields must be noted on the VTV pad.  
 Additional requirements for fleet are highlighted in **red**.

This is what some of our Trusted Experts are currently doing to ensure all necessary data is being collected.

- ☐ Year
- ☐ Make
- ☐ Model
- ☐ Plate #
- ☐ Mileage
- ☐ TPMS Light
- ☐ Wheel Locks?
- ☐ Tread Depths  
 Record outer, middle, and inner tread depths.  
 (Auto Integrate)
- ☐ DOT #
- ☐ Tire Size
- ☐ **VIN #**
- ☐ **Fleet Card #**
- ☐ **Unit #**

Year <b>2013</b>	Make <b>Ford</b>	Model <b>Taurus</b>
Plate # <b>123 QF456</b>	Mileage <b>31,247</b>	
TPMS Light: <b>N/A</b> <input checked="" type="radio"/> Solid <input type="radio"/> Flashing	Wheel Locks? <b>Yes</b> <input checked="" type="radio"/> <b>No</b> <input type="radio"/>	

  

Tire, Wheel and Valve Inspection			
LF Tread Depth <b>9/8/32</b> /32	<input type="radio"/> LF <input type="radio"/> RF	RF Tread Depth <b>9/9/32</b> /32	
DOT # <b>1217</b>	<input type="radio"/> LR <input type="radio"/> RR	DOT # <b>1217</b>	
LR Tread Depth <b>3/2/32</b> /32	<input type="radio"/> SP	RR Tread Depth <b>3/3/32</b> /32	
DOT # <b>2316</b>	SP Tread Depth <b>8/7/32</b> /32	DOT # <b>2316</b>	
	DOT # <b>2313</b>		
Front Size <b>225/60/16</b>			
Rear Size <b>225/60/16</b>			

  

How safe do/did these tires make you feel?  
 May I make a recommendation?

**Notes:**  
**VIN - 2FAHP2E88DG215377**  
**Fleet Card - 123456**  
**Unit - 9876**

These additional required fields should be captured in the **Notes** section of the pad.