DAILY DRIVER INSPECTION REPORT

Truck / Tractor & Trailer | Pre-Trip & Post-Trip | GROOT LOGISTICS, LLC

INSPECT. PROTECT. DELIVER.

DRIVER & DATE

DATE

DRIVER NAME

CDL NO. | STATE

EQUIPMENT

TRUCK / TRACTOR NO. | PLATE / STATE

TRAILER NO. | PLATE / STATE

TRAILER TYPE (VAN / FLATBED / REEFER)

LOAD & ODOMETER

LOAD / BOL NO.

ODOMETER START | ODOMETER END

MILES DRIVEN (AUTO) | ORIGIN > DESTINATION

A CAB & CONTROLS

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
1	Service brakes (pedal feel, air pressure)	☐	☐	☐	☐
2	Parking / emergency brake	☐	☐	☐	☐
3	Steering wheel & linkage (play)	☐	☐	☐	☐
4	Horn	☐	☐	☐	☐
5	Windshield, wipers & washers	☐	☐	☐	☐
6	Mirrors & vision	☐	☐	☐	☐
7	Gauges & warning lights	☐	☐	☐	☐
8	Seat belt & driver seat	☐	☐	☐	☐
9	Heater / defroster	☐	☐	☐	☐
10	Cab doors, steps & handholds	☐	☐	☐	☐

B ENGINE & FLUIDS

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
11	Oil level & leaks	☐	☐	☐	☐
12	Coolant level & radiator	☐	☐	☐	☐
13	Belts, hoses & wiring	☐	☐	☐	☐
14	Fuel tank, cap & lines (leaks)	☐	☐	☐	☐
15	Battery & cables	☐	☐	☐	☐
16	Exhaust system (leaks, secure)	☐	☐	☐	☐

C LIGHTS & SIGNALS

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
17	Headlights (high / low beam)	☐	☐	☐	☐
18	Turn signals & 4-way flashers	☐	☐	☐	☐
19	Brake & tail lights	☐	☐	☐	☐
20	Clearance / marker lights & reflectors	☐	☐	☐	☐

D TIRES, WHEELS & AIR BRAKES

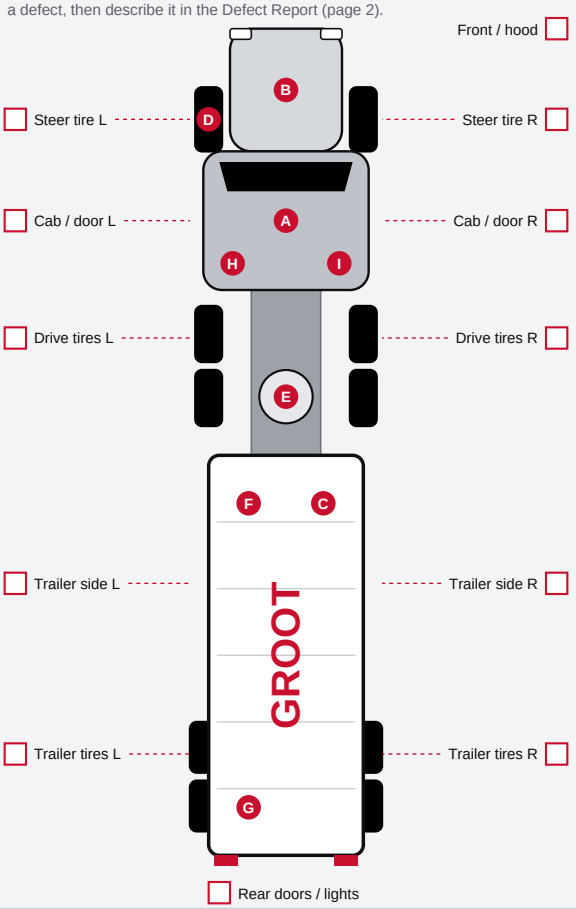
		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
21	Steer tires (tread, pressure, damage)	☐	☐	☐	☐
22	Drive tires (duals, spacing, damage)	☐	☐	☐	☐
23	Wheels, rims & lug nuts	☐	☐	☐	☐
24	Suspension, springs & shocks	☐	☐	☐	☐
25	Air system, brake lines & hoses (leaks)	☐	☐	☐	☐

E COUPLING & CONNECTIONS

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
26	Fifth wheel / hitch & locking jaws	☐	☐	☐	☐
27	Gladhands, air lines & seals	☐	☐	☐	☐
28	Electrical cord (pigtail)	☐	☐	☐	☐
29	Landing gear & kingpin	☐	☐	☐	☐

WALK-AROUND MAP

Check the box beside any spot where you find damage or a defect, then describe it in the Defect Report (page 2).



UNIT STATUS

PRE-TRIP	POST-TRIP
☐ Safe to operate	☐ Safe to operate
☐ Defects noted (p. 2)	☐ Defects noted (p. 2)
☐ Out of service	☐ Out of service

PRE-TRIP CERTIFICATION - DRIVER SIGNATURE (SIGN BEFORE DEPARTURE)

I inspected the vehicle(s) listed above before departure and marked each item. Any defect or damage is recorded on page 2. I understand I may not operate a vehicle that is unsafe (49 C.F.R. 396.7, 396.13), and I certify this report is true and complete.

DRIVER PRINTED NAME | DATE

DRIVER SIGNATURE | TIME

Retain original report and repair certification for at least 3 months (49 C.F.R. 396.11).

F TRAILER

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
30	Trailer body, frame & crossmembers	☐	☐	☐	☐
31	Doors, latches & seals	☐	☐	☐	☐
32	Roof, floor & walls	☐	☐	☐	☐
33	Trailer tires & wheels	☐	☐	☐	☐
34	Trailer brakes & slack adjusters	☐	☐	☐	☐
35	Lights, reflectors & conspicuity tape	☐	☐	☐	☐
36	Suspension, axles & sliders	☐	☐	☐	☐
37	Mud flaps, bumper & underride guard	☐	☐	☐	☐
38	Reefer unit & fuel (if equipped)	☐	☐	☐	☐

G CARGO & SECUREMENT

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
39	Load balanced & within legal weight	☐	☐	☐	☐
40	Chains, straps, binders & edge guards	☐	☐	☐	☐
41	Tarps, covers & dunnage	☐	☐	☐	☐
42	Ramps, tailgate & load bars	☐	☐	☐	☐

TIRE PRESSURE LOG (PSI)

Min. tread: steer 4/32 in., all others 2/32 in.

STEER LEFT	STEER RIGHT	DRIVE LEFT

DRIVE RIGHT	TRAILER LEFT	TRAILER RIGHT

H SAFETY & EMERGENCY EQUIPMENT

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
43	Fire extinguisher (charged, secured)	☐	☐	☐	☐
44	Warning triangles / flares (3)	☐	☐	☐	☐
45	Spare fuses & bulbs	☐	☐	☐	☐
46	First aid kit	☐	☐	☐	☐
47	Wheel chocks, hi-vis vest & PPE	☐	☐	☐	☐

I DOCUMENTS & COMPLIANCE

		PRE-TRIP OK	PRE-TRIP DEF	POST-TRIP OK	POST-TRIP DEF
48	Registration & insurance card	☐	☐	☐	☐
49	Annual inspection decal / report	☐	☐	☐	☐
50	ELD, logbook & instruction sheet	☐	☐	☐	☐
51	CDL & medical card	☐	☐	☐	☐
52	Permits (IFTA / IRP / special)	☐	☐	☐	☐
53	BOL & load paperwork	☐	☐	☐	☐

UNIT TYPE & CONDITION NOTES

☐ Dry van ☐ Flatbed ☐ Reefer
☐ Step deck / hotshot ☐ Tanker ☐ Other

GENERAL CONDITION NOTES

! DEFECT & DAMAGE REPORT

List every defect found. Mark OOS if the unit must not be driven until repaired.

ITEM #	UNIT (T / TR)	PRE / POST	DESCRIPTION OF DEFECT / DAMAGE	OOS	REPORTED TO (NAME)
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	

POST-TRIP CERTIFICATION - DRIVER SIGNATURE

I inspected the vehicle(s) at the end of my duty period and recorded every defect found above. I certify this report is true and complete.

☐ No defects found ☐ Defects listed above ☐ Out of service

DRIVER PRINTED NAME

DRIVER SIGNATURE | DATE / TIME

MAINTENANCE / CARRIER REVIEW

☐ Defects corrected ☐ Correction not needed

MECHANIC / MANAGER - PRINTED NAME | SIGNATURE | DATE

NEXT DRIVER REVIEW - PRINTED NAME | SIGNATURE | DATE

DRIVER RESPONSIBILITY & COMPANY PROTECTION

1. DUTY TO INSPECT & REPORT. Federal rules (49 C.F.R. 396.11 and 396.13) require the driver to be satisfied the vehicle is in safe operating condition before driving and to report any defect found at the end of each day's work. The Company requires this signed report every day, even when no defects are found.

2. UNSAFE VEHICLES. Driver shall not operate a vehicle in a condition likely to cause an accident or breakdown (49 C.F.R. 396.7). A defect affecting safe operation must be reported to the Company immediately, and the unit stays out of service until repaired.

3. ACCURATE REPORTS. By signing, Driver certifies the inspection was actually performed and this report is true and complete. False, incomplete, or altered reports may lead to discipline, up to termination or end of the engagement, to the extent the law permits.

4. DOCUMENTING DAMAGE. Damage or defects not recorded on the pre-trip inspection may be treated by the Company as occurring during that Driver's use of the unit. Report any accident, collision, cargo loss, or equipment damage to the Company immediately.

5. REPAIRS & REVIEW. The Company or its mechanic must review each reported defect and certify the repair (or that none is needed) before the unit is driven again. The next driver signs to confirm review of the last report.

6. RECORDS. The Company keeps the original report and repair certification for at least three (3) months from the report date (49 C.F.R. 396.11). This report does not replace annual or periodic inspections (396.17) or roadside inspections.