

## Rental Leasing Services

<b>Location:</b> _____		<b>Measurement Performed By:</b> _____	
<b>Date:</b> ____/____/____		<b>Time:</b> _____	
# of Points  √ = Done  X = Not Done	Prep By:  Unit # or Tag #	Prep By:  Unit # or Tag #	Previous Measurement Date: ____/____/____  Previous Measurement Score: _____  <h3 style="text-align: center;">Full Service Measurement Checklist Vehicles = Cars / SUV's / Minivans</h3>
<b>** To receive the Measurement's score, the Measurement must be fully met. It's all or nothing.</b>			
			<b><u>Vehicle Cleanliness:</u></b>
3			All interior windows clean and free of streaks, film, grease, etc.?
3			Dash board wiped clean?
3			Consoles emptied and wiped cleaned?
3			Ash tray clean?
3			Glove box emptied with a clean, blank Vehicle Incident Report (VIR) inside?
3			Door Jams wiped clean?
3			Upholstery vacuumed and in good condition?
3			Vinyl, Leather upholstery vacuumed and wiped clean?
3			All carpeted areas vacuumed, including under dash, under seats, along console and rear window shelf, etc?
3			No unpleasant odors and smells?
3			Trunk clean, vacuumed and tools / jack present?
3			Exterior washed and clean, no missing equipment?
3			Wheels and Tires clean?
			<b><u>Vehicle Mechanical Condition:</u></b>
3			Check RentWorks to see if PM is due. (Every 6, 12, 18, 24 & 30, 000 miles PM is due.)
3			Windshield washers work properly?
3			Wipers operate smoothly?
3			Climate control operates properly, per season (Heat / Air Condition)?
2			Heater off?
2			Air condition off?
6			Radio functions properly and is turned "down" and "off"?
2			Power Supply works?
3			All lights function properly, including hazard warning lights?
3			Turn signals function properly?
3			Horn works?

