

## Checklist for the purchase of a second-hand car

Date: \_\_\_\_\_

Vehicle owner/garage: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Vehicle brand: \_\_\_\_\_ Vehicle type: \_\_\_\_\_ Characteristics of equipment: \_\_\_\_\_

Engine/performance: \_\_\_\_\_ Year of manufacture: \_\_\_\_\_ Idea of price: \_\_\_\_\_

### Vehicle documents

Assessment OK

1. With private offer or: the seller is registered as owner
2. Registration document number of vehicle and vehicle registration certificate are identical
3. Inspections were put on record into the service booklet regularly and according to the
4. No faults or irregularities in the record of the last motor vehicle inspection
5. Operating instructions for car, radio, navigation device exist
6. Catalyser: exhaust test done recently

### Vehicle body

Assessment OK

1. No signs of accidents (scratches, e.g.) to be recognised on the vehicle
2. No signs of rust on the lower surface of the door, rocker panel, wheel houses, spring strut suspension, etc.
3. No paintwork drippings, spatula spots, cracks, dents, scratches or colour differences
4. Uniform sealing material of doors, boot and engine bonnet
5. Windscreen does not have scratches or stone-chipping
6. Doors, windows, bonnets and locks can be closed properly
7. Headlights, rubber gaskets, indicators, mirrors are without faults
8. Convertible: soft top opens and closes properly, no visible water ingress

### Tyres & rims

Assessment OK

1. Tyres are worn off evenly and have at least 4 mm of profile
2. Tyres and wheel rims do not have any visible damages
3. All tyres are of the same brand and not any older than 4 years
4. The size of tyres matches what is stated in the vehicle document
5. Wheel caps are not damaged and a spare wheel exists

### Under the car

Assessment OK

1. No rust and no welded joints on the undercarriage
2. Exhaust pipe is fixed properly and is not too loud when in use
3. Brake discs and brake pads are in good condition
4. Engine, gearbox and differential are without visible oil loss
5. The buffers are clean and not oily
6. Sleeves of prop shafts are in good condition
7. Wheel suspension, steering links and wheel bearings without slackness

**Interior**
**Assessment OK**

- |   |                          |
|---|--------------------------|
| 1. Original upholstery, cushions and interior equipment in good order                       | <input type="checkbox"/> |
| 2. Floor covering under the car mat is dry, no fustiness                                    | <input type="checkbox"/> |
| 3. Slackness of steering wheel okay (maximum of 2 cm of slackness)                          | <input type="checkbox"/> |
| 4. Heating and air conditioner both work properly   | <input type="checkbox"/> |
| 5. No worn off, cut or frayed seat belts  | <input type="checkbox"/> |
| 6. Seats are not loose or unsteady, can be adjusted without problems                        | <input type="checkbox"/> |
| 7. Switches, control lamps, radio etc. in good condition                                    | <input type="checkbox"/> |
| 8. Windscreen wipers and rear windscreen heating are in good working order and do not smear | <input type="checkbox"/> |

**Engine compartment**
**Assessment OK**

- |  |                          |
|--|--------------------------|
| 1. Engine is dry and not oily  | <input type="checkbox"/> |
| 2. Oil level is good, no foam or light film on the lid of the oil funnel | <input type="checkbox"/> |
| 3. No oil residue in the cooling water                                   | <input type="checkbox"/> |
| 4. V-belt, tension and toothed belt are entered into the service booklet | <input type="checkbox"/> |
| 5. Tubes, cables, battery in good condition                              | <input type="checkbox"/> |
| 6. Battery not any older than 3 years, no rust on the poles              | <input type="checkbox"/> |

**The test drive**
**Assessment OK**

- |   |                          |
|---|--------------------------|
| 1. Engine starts and idles well   | <input type="checkbox"/> |
| 2. Engine does not make any noticeable sounds such as rattling, knocking or clattering                    | <input type="checkbox"/> |
| 3. Engine has a good intake of fuel and does not choke  | <input type="checkbox"/> |
| 4. Engine draws well through in all gears and does not make any noticeable sounds with wide-open throttle | <input type="checkbox"/> |
| 5. No blue fumes at acceleration  | <input type="checkbox"/> |
| 6. No noises when popping the clutch; slackness of clutch is in good condition                            | <input type="checkbox"/> |
| 7. Clutch does not jerk and does not slip through in the case of drawn handbrake                          | <input type="checkbox"/> |
| 8. Gears can be changed easily and without noise  | <input type="checkbox"/> |
| 9. Front-wheel drive: the axle driving shafts do not make noise in the case of cornering drive            | <input type="checkbox"/> |
| 10. Rear-wheel drive: cardan shaft does not knock in the case of load-cycle changes                       | <input type="checkbox"/> |
| 11. Cooling water stays in the ideal range  | <input type="checkbox"/> |
| 12. Brake pedal has a solid pressure point and cannot be pumped   | <input type="checkbox"/> |
| 13. In the case of breaking, vehicle stays in the lane and does not swerve                                | <input type="checkbox"/> |
| 14. Hand and footbrake work correctly   | <input type="checkbox"/> |
| 15. ABS judders in the case of full brake application on a slippery road                                  | <input type="checkbox"/> |
| 16. No unusual noises or vibrations when braking and accelerating   | <input type="checkbox"/> |
| 17. Vehicle runs straight on without hands on the steering wheel  | <input type="checkbox"/> |

**Car accessories**
**Assessment OK**

- |  |                          |
|--|--------------------------|
| 1. Car accessories are entered correctly in the vehicle registration certificate | <input type="checkbox"/> |
| 2. Certificate for car accessory parts which are not entered exists              | <input type="checkbox"/> |
| 3. Car accessory parts are mounted correctly and function                        | <input type="checkbox"/> |
| 4. Tubes, cables and battery are in good order                                   | <input type="checkbox"/> |