

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 offeror: 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**

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

Engine compartment**Assessment OK**

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

The test drive**Assessment OK**

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

Car accessories**Assessment OK**

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1. Car accessories are entered correctly in the vehicle registration certificate
 2. Certificate for car accessory parts which are not entered exists
 3. Car accessory parts are mounted correctly and function
 4. Tubes, cables and battery are in good order