



CERTIFIED PRE-OWNED VEHICLE INSPECTION CHECKLIST

Date: _____ VIN _____

Dealer: _____ Dealer #: _____

Model: _____ Model Year: _____ Mileage: _____

Original In-Service Date: _____ Repair Order Date: _____

Repair Order #: _____ Tech #: _____

THIS INSPECTION CHECKLIST MUST BE COMPLETED WITH ALL ITEMS CHECKED, SIGNED BY RESPONSIBLE PERSONS AS INDICATED AND RETAINED ALONG WITH REPAIR ORDERS IN THE VEHICLE'S HISTORY FILE. FAILURE TO DO SO WILL VOID THE VEHICLE'S CERTIFICATION.

SERVICE & MAINTENANCE BACKGROUND VERIFICATION

ENGINE, DIFFERENTIAL & GEARBOX OIL, FILTERS SERVICE(S), MILES/KM:	MILEAGE	DATE	BRAKE FLUID <small>(Changed every two years)</small>	MILEAGE	DATE
10/16k to 20/36k					
20/36k to 30/52k					

PAINT*

	LOCATION	REQUIRED ACTION
CHIPS		
SCRATCHES		
DENTS		

*WHEN CONDUCTING YOUR REVIEW OF ALL PAINTED SURFACES, PLEASE FOLLOW THE PAINT EVALUATION GUIDELINES AND PAINT RECOMMENDED RECONDITIONING STANDARDS LOCATED IN THE VEHICLE INSPECTION GUIDELINE AND STANDARDS OF THE DEALER CPO OPERATIONS MANUAL.

WHEEL ASSEMBLY—WHEELS, TIRES, PADS AND ROTORS

	WHEEL STYLE/CONDITION	TIRE TREAD OUTSIDE	TIRE TREAD CENTER	TIRE TREAD INSIDE	BRAKE PADS	ROTOR CONDITION	REMARKS
RIGHT FRONT		mm	mm	mm	mm		
LEFT FRONT		mm	mm	mm	mm		
LEFT REAR		mm	mm	mm	mm		
RIGHT REAR		mm	mm	mm	mm		
SPARE		mm	mm	mm			

(MINIMUM REQUIREMENTS: 3 MM TIRE TREAD MEASURED ABOVE TWI; MINIMUM OF 5 MM BRAKE PAD FRICTION MATERIAL.)



BODY-GENERAL

	OK	REPAIR	REPLACE
Bumpers: front and rear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doors: left/right front/back	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunroof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Antenna	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trunk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Battery well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Battery voltage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel-filler door	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alignment of all panels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

LIGHTS

Headlights and assembly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Side, directional lights and assembly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fog lights and assembly—Front	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fog lights and assembly—Rear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear taillights and assembly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Third brake light and assembly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
License plate lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dashboard and courtesy lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cluster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dome light—Front and Rear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glove box	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Backup lamp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazard lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

UNIBODY

Inner fender(s)/shock towers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engine rail(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A-B-C pillar(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rocker/sill panel(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear quarter panel(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tail panel(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Axle mounting(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spare wheel well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor pan: main cell and trunk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear rail(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tail—Panel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INTERIOR

VIN ID	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Placard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door weather seal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carpet/floor mat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wood trim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cupholder(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glove box	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Owner's manual and service books	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Passenger front seat functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Passenger rear seat functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seat belt(s) front/rear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Headliner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Airbags	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Airbag activations/deactivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hood-release (primary/safety)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jack, lug and tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CPO Warranty Booklet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EXTERIOR

	OK	REPAIR	REPLACE
Wiper blades and assembly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Front	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Washer jet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Headlight washer jets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Key remote functionality (all keys)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Central locking functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alarm functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child locking functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel-filler door locking/emergency release	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trunk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trunk emergency release	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gas shocks: hood and trunk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DIAGNOSTIC REVIEW

Diagnostic fault(s) review and print	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OBDII review and print	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emission test	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recalls and campaigns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

GLASS

Windshield	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door and side glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mirror ass'y—Left, Right and Interior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FLUID LEAKS—

COMPONENTS, LINES, TANKS AND COUPLINGS

Engine oil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coolant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transmission and transfer case	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Differential(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Half shafts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gasoline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power steering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shocks and struts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A/C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

UNDERCARRIAGE

Suspension components	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Front control arm bushings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Major component mounts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exhaust system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRACKS AND CONDITION

Belts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belt tensioner(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coolant hoses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power steering hoses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A/C lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Window gasket condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



FLUID LEVELS

	OK	REPAIR	REPLACE
Engine oil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power steering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Washer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transmission and transfer case	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Differential(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear axle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coolant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coolant protection level (circle)	-5F -0F Replace	-15F -25F Adequate	-30F -35F Excellent

ROAD TEST – STATIONARY REVIEW DRIVER'S SEAT FUNCTION

	OK	REPAIR	REPLACE
Seat belt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up/down-front/back-tilt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Headrest up/down	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lumbar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Memory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HVAC CONTROL

	OK	REPAIR	REPLACE
Blower speeds +/-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Air distribution left/right	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Temp settings left/right	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windshield defogger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear window defrost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heat range (circle)	55F 60F Repair	65F 70F Adequate	75F 85F Excellent
AC range (circle)	40F 45F Excellent	50F 55F Adequate	65F 70F Repair

MIRROR FUNCTIONS

	OK	REPAIR	REPLACE
Exterior left/right, all positions and memory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exterior right tilt in reverse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior auto dimming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heating /Defrost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MULTIMEDIA

	OK	REPAIR	REPLACE
Radio/Audio system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CD-charger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On-board computer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Navigation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STEERING WHEEL

	OK	REPAIR	REPLACE
Power adjustment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Airbag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multimedia functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STALK CONTROLS

	OK	REPAIR	REPLACE
Wiper/washer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Headlights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PEDAL FUNCTION

	OK	REPAIR	REPLACE
Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ELECTRICAL

	OK	REPAIR	REPLACE
Aux. power port (lighter)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warning chimes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door locks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dash and console	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seat heater(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Power window(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunroof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear sunshade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

GEARSHIFT FUNCTION

	OK	REPAIR	REPLACE
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PARKING BRAKE FUNCTION

	OK	REPAIR	REPLACE
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HOOD RELEASE FUNCTION

	OK	REPAIR	REPLACE
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ROAD TEST – DYNAMIC* REVIEW ENGINE PERFORMANCE

	OK	REPAIR	REPLACE
Cold/hot starting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Idle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Acceleration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HANDLING

	OK	REPAIR	REPLACE
Vibration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Braking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MSP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TRANSMISSION FUNCTION

	OK	REPAIR	REPLACE
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWD function	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STEERING

	OK	REPAIR	REPLACE
Alignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRUISE CONTROL

	OK	REPAIR	REPLACE
All function(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CLUSTER/GAUGES

	OK	REPAIR	REPLACE
Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NOISE

	OK	REPAIR	REPLACE
Wind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rattles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Squeaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*CHECKLIST IS TO BE COMPLETED FOLLOWING TESTING CYCLE; NOT WHILE DRIVING THE VEHICLE.



Alfa Romeo
CERTIFIED PRE-OWNED PROGRAM

OTHER/TECHNICIAN COMMENTS:

APPROVALS:

TECHNICIAN NAME:	TECH #:	SIGNATURE:	DATE:
SERVICE MANAGER NAME:		SIGNATURE:	DATE:
PRE-OWNED MANAGER NAME:		SIGNATURE:	DATE:
CUSTOMER NAME:		SIGNATURE:	DATE:

TECHNICIAN'S, SERVICE MANAGER'S AND PRE-OWNED MANAGER'S SIGNATURES CERTIFY THAT THE VEHICLE HAS BEEN CAREFULLY INSPECTED AND THAT APPARENT DEFICIENCIES HAVE BEEN CORRECTED. THIS IS A PRE-OWNED VEHICLE; NO CLAIM IS MADE, IMPLIED OR OTHERWISE, THAT THIS VEHICLE IS IN NEW CONDITION.