

8/2013



Vehicle Inspection Checklist For complete details, please refer to the Inspection Guidelines Section of the CPO BMW Vehicle Program Center Operations Manual

Enrollment & Vehicle	History			STOCK NO.:	
DATE: CENTER			(CENTER NO.:	
CHASSIS NO.:				MC	
KEYS: MASTERS • • VALET •				ching a copy of	
SOURCE: BMW FS OFF-LEASE	OTHER OFF-LEAS			AUCTION 📮	
SECTION 1: VEHICLE BACKGROUND &	MAINTENANCE				
CPO ENROLLMENT DATE:		If N	OT enrolled as	CPO [Pending o	r Active], <u>STOP</u> !
SERVICE ADVISOR NAME:		EMPLC		or o ir chaing o	Active], <u>OTOI</u> .
REPAIR ORDER #:	DATE OPENED:		VEHICLE ORIGIN	NAL IN-SERVICE D	ATE:
Service Interval Indicator (SIA)					
CURRENT SERVICE INDICATOR:					remaining miles
Condition Based Service (CBS) Item Service is due in: Comn	aente:	Item Se	rvice is due in:	CBS prii	ntout REQUIRED
Engine Oil Date/Miles		Microfilter).
Rear Brakes Miles		Air Cleaner	Date/N	liles	
Vehicle Check Date/Miles		Spark Plugs	Months	s (applicable models	only)
VEHICLE MAINTENANCE HISTORY Engine Oil Services: YES	Date of Service:		<u>amw na DCS S</u> ervices:	ervice History pri YES Da	ntout REQUIRED te of Service:
First Service	Date of Service:				te of Service:
Next or Annual					
Next or Annual			Rotors		
Next or Annual		_ Rear F			
M-Model 1200 mile Running-In Check		Fluid F	Flush		
To specification – not to exceed 2400 miles Inspections (SIA Vehicles):		 Other:			
1 SIA Veriicies).			Fuel Filter		
2			e Check		
OPEN CAMPAIGNS?	☐ YES ☐		Replaced		
NON-BMW PERFORMANCE MODIFICAT			s/Inserts		
HAS CARFAX OR AUTOCHECK REPORT BEI			(Cabin/Engine)		
Does CARFAX or AutoCheck report disqualify for BODY REPAIR HISTORY: Repair Order(s):			Plugs	Mileage	
Comments – include any known damage/repa				ivilicago_	
INSTRUMENT CLUSTER:	_	⇒ – Vehic	les NOT qualifi	ed for enrollmen	t or sale as CPO:
Has the instrument cluster been replaced?	YES INO			complete mainter	
If YES, does the current cluster reflect	VEC DINO			nance modification	
the TOTAL and TRUE mileage?	YES NO	• Disc	qualifying CAR	FAX or AutoChed	k report
SECTION 2: WHEEL ASSEMBLY					
TIRE INSPECTION					
TIRE TREAD DEPTH (minimum 3 mm when m					
Location Pressure Inside Cent					ead, & Condition:
Left Front psi mm Left Rear psi mm		DYDN			
Sparepsimm	mm mm	O Y O N			
Right Rearpsimm	mmmm	■ Y ■ N			
Right Frontpsimm					
IS M-MOBILITY KIT TO STANDARD?	Y □ N				
WHEEL INSPECTION Location OEM* Style, Condition &	Torque	Location:	OEM* St	yle, Condition &	Torque
Left Front Y N		Right Rear		•	ioique.
Left Rear		Right Front	□Y□N _	_	
Spare Y N					
BRAKE INSPECTION				ated components with	
BRAKE PADS (minimum 5 mm of friction ma			Refer to the Certific idelines & Standard:	ed Pre-Owned Center (s.	Operations Manual,
& ROTOR INSPECTION:		•			
Left Frontmm OEM*		OEM*	Comments:		
Left Rearmm					
Right Rearmm UYUN					
Right Frontmm		□ Y □ N			

VIN			
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■ Body & Mechanical

SECTION 3: BODY CONDITION	ON, FIT & FINIS	H			
	ets BMW			Meets BMW	
AREA Guideline	s & Standards	Comments	AREA	Guidelines & Standards	Comments
Front bumper			GLASS AREA		
Park Distance Control			Windshield	■ Y ■ N	
Hood			Door & side glass	□ Y □ N	
Core support			Rear window	■ Y ■ N	
Engine carrying rails			Exterior mirrors	■ Y ■ N	
Inner fenders			Interior mirror	■ Y ■ N	
Front fenders: left & right			INTERIOR	_	
Doors: left/right, front/back			Door weather seal	<u>_</u>	
A pillar: left/right	<u> </u>		Carpet/floor mats	<u>_</u>	
B pillar: left/right	<u> </u>		Wood/aluminum trir	_	
C pillar: left/right			Cupholder(s)		
D pillar: left/right			Interior light(s)		
Rocker/sill panels	<u> </u>		Glovebox Seats	<u> </u>	
Roof			Headliner		
Convertible top			Books	<u> </u>	
Check top storage			Bluetooth Pass Ke	-	
compartment drains Sunroof			(E85 Z4 & E83 X3	-,	
Check sunroof drains	ä		TRUNK	Thodels offly)	
Quarter panel: left/right	ä		Emergency release		
Antenna	i i		Tools	<u> </u>	
Trunk lid	i i		Jack (model depen		
Hatch (model-dependent)	Ğ		Cargo net (model d		
Tailgate (model-dependent)	ă ·		Cargo cover (mode		
Rear license plate			Cargo mat (model of	dependent)	
Rear taillight assemblies OEM	I * □ Y □ N		KEYS		
Rear bumper			Master	0 🗖 1 🗖 2 🗖	
Park Distance Control	ā		Valet (model depen		
Spare wheelwell			B PILLAR STICKE		
Rear floor pan			VIN ID		
Inner trunk panels			Placard		
Fuel-filler door					
B 41				and/or non-approved safety related	
Mirror assembly (2)					er to the Certified
Mirror assembly (2) Alignment of all panels			Original Equipment Ma	anufacturer (OEM) BMW parts. Ref	er to the Certified e Inspection
			Original Equipment Ma	anufacturer (OEM) BMW parts. Ref perations Manual, Section 2 - Vehicl	er to the Certified e Inspection
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Vehicle Inspection Checklist VIN LILL LILL

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Minimum road test time period: 20 uninterrupted minutes Minimum road test distance: 5 continuous miles!

SECTION 5: STATIONAR	Y REVIEW								
Mileage before:				eage afte					
M	ileage (BEFORE <i>and</i> A	FTER)is to l	be subs	tantiate	d thro	ugh attaching	a copy o	f the Key R	Reader
		Meet	s BMW						
	AREA	Guidelines	& Stanc	lards	Co	mments:			
Driver's Seat Functions	Seatbelt								
	Front/back - up/down								
	Headrest								
	Lumbar (where applica								
Mirror Functions	Outside left/right								
	Interior – Gentex								
Navigation System	Functional <u>Test</u> and <u>De</u>								
	a working CD or DVD. Night vision with infrare								
Windshield	Rain sensor operation								
vindomola	Head-up display		_						
On-Board Computer	Functional test								
Steering Wheel	Adjustable								
	Airbag								
	Audio functions								
	Horn functions								
	Heat function				_				
Stalk controls	Shift Paddles Wiper/washer								
Staik Controls	High beams								
	Computer								
Pedal Function	Gas		_						
	Brake								
	Clutch (where applicab	le)							
Gearshift Function									
Parking Brake Function									
HVAC Control	Heat:	50	F 5	5F	60F	65F	70F	75F	85F
	(circle one)			VICE		ACCEPTABLE		GOOD	
	A/C: (circle one)	40		5F	50F	55F	60F	65F	70F
	(circle one)		GC	OD		ACCEPTABLE		SERVICE	
	Fan								
	Temp range								
	Blower speeds								
	Blower: Defrost								
	Center								
	Lower Vent controls								
	Windshield defogger								
	Rear window defroster								
	Recirculating								
Audio Function	Radio:								
	AM								
	FM								
	CD								
	Aux Input								
	Satellite Radio Speakers:								
	Balance								
	Fade								

STATIONARY REVIEW (c	antid \		
STATIONANT NEVIEW (C		Meets BMW iuidelines & Standards	Comments:
Electrical	Vanity/visor Map/interior Headlights Fog lights Turn signals Hazard flasher Parking/side marker Brake lights (3) Back-up lights License plate lights Dash and console Door lock Seat heater(s) Power window(s) Cigarette lighter(s) Power sunroof Sunroof sunshade		
	Rear sunshade Door sunshades	0	
	Door sunshades VIEW ollowing testing cycle, not w	while driving the vehicle. Meets BMW	Comments:
Checklist to be completed f	Door sunshades VIEW ollowing testing cycle, not was a constant of the consta	while driving the vehicle. Meets BMW uidelines & Standards	Comments:
Checklist to be completed f Engine Performance Transmission Shifting Cruise Control	Door sunshades VIEW ollowing testing cycle, not was a cycle and a cy	while driving the vehicle. Meets BMW uidelines & Standards	Comments:
SECTION 6: ROLLING RE Checklist to be completed for Engine Performance Transmission Shifting Cruise Control Noise Vehicle Handling	Door sunshades VIEW ollowing testing cycle, not was a control of the control of the cycle and the	while driving the vehicle. Meets BMW uidelines & Standards M-DCT	Comments:

TECH NO .:_

SIGNATURE:_

SIGNATURE:_

SIGNATURE:_

SIGNATURE:_

DATE:_

DATE:_

DATE:_

DATE:_

TECHNICIAN NAME:_

CUSTOMER NAME:

SERVICE MANAGER NAME:_

PRE-OWNED MANAGER NAME:_