KOVI

Vehicle defect report form

VEHICLE REG | DATE | TIME | MILEAGE

DRIVER NAME | LOCATION | TRAILER (IF ANY)

What is wrong?

Severity (circle one)

Dangerous: do not drive | Major: fix before next journey | Minor: fix soon | Advisory: watch

Photo taken? Yes No

Reported to _____ **Time** _____

Action taken by the office / workshop

FIXED BY | DATE FIXED | SIGNED OFF BY

General checklist. Adapt to your vehicles and follow your own safety rules and current DVSA / HSE guidance.

Do this on your phone in a minute: free 30 day trial at kovifleet.co.uk (no card)