

Certified Pre-Owned Inspection Checklist

Dealer #: _____ Name _____

VIN: _____ VIN not eligible In-Service Date: _____ (required)

Mileage: _____ (Must be < 100,000 miles/160,000 km) Engine #: _____ Trans #: _____

Pass = Component or system meets Porsche guidelines and standards.

Fail = Does not meet Porsche guidelines and standards. Repair or replacement of component or system is required.

Vehicle History Report

yes date run _____

Vehicle History/Maintenance - Pass or Fail (Check one)

- Check IDCS Warranty History For:
mileage discrepancies
open recall campaigns/service actions
Odometer: check for tampering
Glove Box Portfolio, With:
Owner's Manual
Warranty Booklet
Maintenance Booklet
Radio Code Card
(validate all vehicle information and services performed)
Perform Scheduled Maintenance:
if within 2,500 miles, or
if last recorded service was > 10 months ago
Air Bag System Maintenance:
All emission control systems must be functional. Any item that has been tampered with must be brought into compliance.
Check DME control unit: signs of tampering?
Retrieve and address any faults codes?
Retrieve and record any range 2 or higher readings?

Fluids/Capacities/Battery - Pass or Fail (Check one)

- Engine oil level
Axle/Transmission oil level
Coolant/antifreeze level
Windshield/intensive washer fluid level
Power steering fluid level
Transfer Case
Brake fluid level
Clutch fluid - level/condition
Battery electrolyte level
Type of battery: (Check One)
Factory or PCNA or Aftermarket Replacement
Battery hydrometer check
Clean battery tray and terminals
Alternator charging rate:
Coolant Hoses

Lights, Switches & Accessories - Pass or Fail (Check one)

- Ignition/Starter switch
Headlights - low beams/high beams
Emergency flasher switch
Fog/driving lights
Stop lights
Key light (install new battery)
Drive block system remote transmitter
All exterior lights checked for operation
All interior lights checked for operation
Cigarette lighter
Clock (set to correct time)
Windshield and rear window wipers (replace all wiper inserts)
Windshield and rear window washer system
Intensive windshield washer
Headlight washers
Readout fault memory

- Horn(s)
Warning display lights

Lights, Switches & Accessories (cont'd) - Pass or Fail (Check one)

- Instrument panel dimming
Power window switches
Radio/cassette/CD/CD changer/antenna
Park Assistant
Spoiler

Exterior: Underbody, Body, Doors, Lids & Top - Pass or Fail (Check one)

- Axle joints
Leaks: engine, transmission, differential, transfer case
Gas cap
Wheel locks
Front/rear lid release actuation
Door:
hinges
door closing
door locks
check straps
window lifter mechanisms
Seat adjusters
Sunroof/sliding roof mechanism and locks
Cabriolet top operation
Targa top operation
Underbody inspection for damage/corrosion:
exhaust system
brake lines/hoses
fuel lines/hoses
Glass - chips or cracks

Does this vehicle have signs of previous collision damage repairs?
Note: Paint touch-ups for rock chips and parking lot dings are not considered collision damage.
If pass, this vehicle may not be eligible for certification. Consult the Porsche Approved policy & Procedure Manual for clarification.

- Brake pad wear (if less than 50% remains, replace pads)
Steering and front suspension system
Front shock/strut function
Front stabilizer bar bushings
Rear axle suspension
Rear shocks function
Rear stabilizer bar/bushings
Road wheels:
Tires (brand, size and minimum tread depth):
Tire pressure

Note: All four tires must be of the same brand, model, speed rating, specification code, and age. If tread depth is less than four (4mm), the tire(s) must be replaced with N-Rated tires as outlined in the current Porsche Tire Bulletin WTY0608.

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Engine Compartment - Pass or Fail (Check one)

- Engine CO/HC
Alternator function

Before the Road Test - Pass or Fail (Check one)

- Distributor cap(s) condition
Distributor rotor(s) condition
Spark plug wires/boots/connectors
Air filter element
Belts (Check for wear, cracking, proper tension)
Power steering belt
Poly-rib drive belt
Is Engine smoking?
Are there any engine oil leaks?
Are there any transmission oil leaks?
Does vehicle have full tank of gas?

The Road Test - Pass or Fail (Check one)

- Foot/hand brake efficiency
ABS system operation
Clutch pedal action
Gear change manual and clutch operation
Gear change auto/kickdown
All instruments/switches
Electronic Stability System (PSM, etc.)
Adaptive Damping System
Navigation System (PCM)
Cruise control - all functions
Seat belts condition and operation
Vehicle handling
Steering wheel centered
Vehicle performance
Heating/fresh air system
Rear window/mirror heaters
Air conditioning
Idling speed
Radio reception
All wheel drive operation
Is there any unusual noise from drivetrain?
Engine oil level
ATF level
Excessive smoke from exhaust?
Valve train or other engine noise?

Checked After the Road Test - Pass or Fail (Check one)

- Visible leaks of any fluids? If pass, give details...

If any of the Pass/Fail questions on this Inspection List were answered with a "fail", effected items marked must be addressed in this area.

Repair Order # Repair Date Repairs Performed

- 1.
2.
3.
4.

Technician's

Signature: _____ Date: _____

Reconditioning

- Wash car
Place certification sticker on driver's door, on door jam
Remove tar
Clean windows and mirrors (interior and exterior)
Clean and polish (plastic) convertible-top and window
Clean luggage compartment
Clean seats
Clean carpet and floor mats
Clean dashboard and switches
Clean ashtray and lighter (replace if necessary)
Clean and treat all trim
Clean door fold/channel and filler neck

Service Manager's

Name: _____

Signature: _____ Date: _____

Pre-Owned Manager's Name: _____

Signature: _____ Date: _____

All reconditioning is the responsibility of the inspecting dealer prior to retail sale. This area must have a detailed description of the reconditioning work performed.

Dear Customer: It was noted during this detailed inspection that the following circled items are either aftermarket, unapproved, or modified Porsche original equipment parts. Porsche Cars N.A., therefore, has no knowledge of their quality and does not warrant them nor does it accept any responsibility for their performance.

- Chromed/Polished Wheels
Alarm System
Battery/Fog/Driving Lights
Radio/Cassette/CD/Antenna/Speakers/Booster
Tires
Distributor Cap
Distributor Rotor
Spark Plug Wires/Boots/Connectors
Cellular Phone
Radar Detector
Steering Wheel
Instruments
Theft Locator

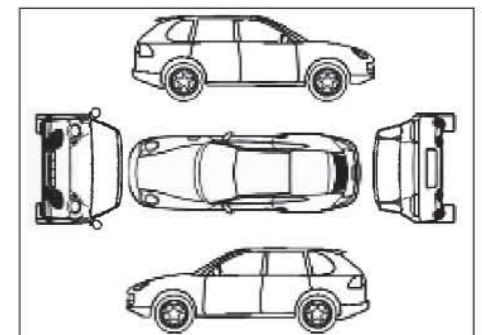
Other: _____

Customer's

Name: _____

Signature: _____ Date: _____

- Bump = B
Crack = C
Dent = D
Leaks = L
Rust = R
Scratch = S
Stone chip = T



Please Keep Paperwork with Sales (Documents) File