

## Pre-Owned Inspection Checklist

Dealer #: \_\_\_\_\_ Name \_\_\_\_\_

VIN: \_\_\_\_\_ VIN not eligible)  
 Mileage: \_\_\_\_\_ (Must be < 100,000 miles/160,000 km) Engine #: \_\_\_\_\_ Trans #: \_\_\_\_\_

**Yes** = Component or system meets Porsche guidelines and standards.  
**No** = Does not meet Porsche guidelines and standards. Repair or replacement of component or system is required.

### Vehicle History/Maintenance - Yes or No (Check one)

- Check IDCS Warranty History For:
- yes  no mileage discrepancies
  - yes  no open recall campaigns/service actions
  - yes  no Odometer: check for tampering
- Glove Box Portfolio, With:
- yes  no Owner's Manual
  - yes  no Warranty Booklet
  - yes  no Maintenance Booklet
  - yes  no Radio Code Card
- (validate all vehicle information and services performed)
- Perform Scheduled Maintenance:
- yes  no if within 6,000 miles, or
  - yes  no if last recorded service was > 10 months ago
- Air Bag System Maintenance:
- yes  no All emission control systems must be functional. Any item that has been tampered with must be brought into compliance.
  - yes  no Check DME control unit: signs of tampering?

### Fluids/Capacities/Battery - Yes or No (Check one)

- yes  no Engine oil level
- yes  no Axle/Transmission oil level
- yes  no Coolant/antifreeze level
- yes  no Windshield/intensive washer fluid level
- yes  no Power steering fluid level
- yes  no Transfer Case
- yes  no Brake fluid level
- yes  no Clutch fluid - level/condition
- yes  no Battery electrolyte level
- yes  no Type of battery: (Check One)
  - Factory or  PCNA or  Aftermarket Replacement
- yes  no Battery hydrometer check
 

1 _____	2 _____	3 _____
4 _____	5 _____	6 _____
- yes  no Clean battery tray and terminals
- yes  no Alternator charging rate: \_\_\_\_\_ amps \_\_\_\_\_ volts
- yes  no Coolant Hoses

### Lights, Switches & Accessories - Yes or No (Check one)

- yes  no Ignition/Starter switch
- yes  no Headlights - low beams/high beams
- yes  no Emergency flasher switch
- yes  no Fog/driving lights
- yes  no Stop lights
- yes  no Key light (install new battery)
- yes  no Drive block system remote transmitter (install new battery for the transmitter)
- yes  no All exterior lights checked for operation
- yes  no All interior lights checked for operation
- yes  no Cigarette lighter
- yes  no Clock (set to correct time)
- yes  no Windshield and rear window wipers (replace all wiper inserts)
- yes  no Windshield and rear window washer system
- yes  no Intensive windshield washer
- yes  no Headlight washers
- yes  no Readout fault memory
- yes  no Horn(s)
- yes  no Warning display lights

### Lights, Switches & Accessories (cont'd) - Yes or No (Check one)

- yes  no Instrument panel dimming
- yes  no Power window switches
- yes  no Radio/cassette/CD/CD changer/antenna
- yes  no Park Assistant
- yes  no Spoiler

### Exterior: Underbody, Body, Doors, Lids & Top - Yes or No (Check one)

- yes  no Axle joints
  - yes  no Leaks: engine, transmission, differential, transfer case
  - yes  no Gas cap
  - yes  no Wheel locks
  - yes  no Front/rear lid release actuation
- Door:
- yes  no hinges
  - yes  no door closing
  - yes  no door locks
  - yes  no check straps
  - yes  no window lifter mechanisms
  - yes  no Seat adjusters
  - yes  no Sunroof/sliding roof mechanism and locks
  - yes  no Cabriolet top operation
  - yes  no Targa top operation
- Underbody inspection for damage/corrosion:
- yes  no exhaust system
  - yes  no brake lines/hoses
  - yes  no fuel lines/hoses
  - yes  no Glass

#### Does this vehicle have signs of previous collision damage repairs?

(Check one) Yes  No

Note: Paint touch-ups for rock chips and parking lot dings are not considered collision damage.

If yes, this vehicle may not be eligible for enrollment in the Porsche Approved Limited Warranty Program. Consult the Policy & Procedure Manual for details.

- yes  no Brake pad wear (if less than 50% remains, replace pads)
 

approximate % of pad remaining	l/f _____ %	r/f _____ %	l/r _____ %	r/r _____ %
--------------------------------	-------------	-------------	-------------	-------------
- yes  no Steering and front suspension system
- yes  no Front shock/strut function
- yes  no Front stabilizer bar bushings
- yes  no Rear axle suspension
- yes  no Rear shocks function
- yes  no Rear stabilizer bar/bushings
- yes  no Road wheels:
 

front size: _____
rear size: _____
- yes  no Tires (brand, size and minimum tread depth):
 

l/f: _____	_____ mm
r/f: _____	_____ mm
l/r: _____	_____ mm
r/r: _____	_____ mm
spare: _____	_____ mm
- yes  no 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 Porsche-approved tires. Refer to technical bulletins for detailed tire information.

# Pre-Owned Inspection Checklist

## Engine Compartment – Yes or No (Check one)

- yes  no Engine CO/HC  
 yes  no Alternator function

## Before the Road Test – Yes or No (Check one)

- yes  no Distributor cap(s) condition  
 yes  no Distributor rotor(s) condition  
 yes  no Spark plug wires/boots/connectors  
 yes  no Air filter element  
 yes  no Belts (Check for wear, cracking, proper tension)  
 yes  no Power steering belt  
 yes  no Poly-rib drive belt  
 yes  no Is Engine smoking?  
 yes  no Are there any engine oil leaks?  
 yes  no Are there any transmission oil leaks?

## The Road Test – Yes or No (Check one)

- yes  no Foot/hand brake efficiency  
 yes  no ABS system operation  
 yes  no Clutch pedal action  
 yes  no Gear change manual and clutch operation  
 yes  no Gear change auto/kickdown  
 yes  no All instruments/switches  
 yes  no Electronic Stability System (PSM, etc.)  
 yes  no Adaptive Damping System  
 yes  no Navigation System (PCM)  
 yes  no Cruise control - all functions  
 yes  no Seat belts condition and operation  
 yes  no Vehicle handling  
 yes  no Steering wheel centered  
 yes  no Vehicle performance  
 yes  no Heating/fresh air system  
 yes  no Rear window/mirror heaters  
 yes  no Air conditioning  
 yes  no Idling speed  
 yes  no Radio reception  
 yes  no All wheel drive operation  
 yes  no Is there any unusual noise from drivetrain?

Road Tester's Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Checked After the Road Test – Yes or No (Check one)

- yes  no Visible leaks of any fluids? If yes, give details...  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- yes  no Engine oil level  
 yes  no ATF level  
 yes  no Excessive smoke from exhaust?  
 yes  no Valve train or other engine noise?

## Inspection and Reconditioning

If any of the Yes/No questions on this Inspection List were answered in a way that would require repair or reconditioning, they must be addressed in this area.

Repair Order #	Repair Date	Repairs Performed

Service Manager's Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pre-Owned Manager's Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Service Technician'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.

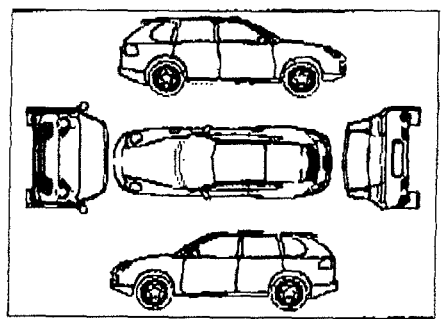
- Chromed/Polished Wheels • Alarm System • Battery/Fog/Driving Lights • Radio/Cassette/CD/Antenna/Speakers/Booster • Tires • Front Shocks/Struts Rear Shocks • Distributor Cap • Distributor Rotor • Spark Plug Wires/Boots/Connectors • Cellular Phone • Radar Detector • Steering Wheel • Instruments • Vehicle Height Lowered • 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