

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 no date run _____

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

- pass fail Check IDCS Warranty History For:
- pass fail mileage discrepancies
- pass fail open recall campaigns/service actions
- pass fail Odometer: check for tampering
- pass fail Glove Box Portfolio, With:
- pass fail Owner's Manual
- pass fail Warranty Booklet
- pass fail Maintenance Booklet
- pass fail Radio Code Card
- pass fail (validate all vehicle information and services performed)
- pass fail Perform Scheduled Maintenance:
- pass fail if within 2,500 miles, or
- pass fail if last recorded service was > 10 months ago
- pass fail Air Bag System Maintenance:
- pass fail All emission control systems must be functional. Any item that has been tampered with must be brought into compliance.
- pass fail Check DME control unit: signs of tampering?
- yes no Retrieve and address any faults codes?
1 _____ 2 _____ 3 _____ 4 _____
- yes no Retrieve and record any range 2 or higher readings?
1 _____ 2 _____ 3 _____ 4 _____

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

- pass fail Engine oil level
- pass fail Axle/Transmission oil level
- pass fail Coolant/antifreeze level
- pass fail Windshield/intensive washer fluid level
- pass fail Power steering fluid level
- pass fail Transfer Case
- pass fail Brake fluid level
- pass fail Clutch fluid - level/condition
- pass fail Battery electrolyte level
- pass fail Type of battery: (Check One)
- Factory or PCNA or Aftermarket Replacement
- pass fail Battery hydrometer check
1 _____ 2 _____ 3 _____
4 _____ 5 _____ 6 _____
- pass fail Clean battery tray and terminals
- pass fail Alternator charging rate:
_____ amps _____ volts
- pass fail Coolant Hoses

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

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

- pass fail Horn(s)
- pass fail Warning display lights

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

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

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

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

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 pass, this vehicle may not be eligible for certification. Consult the Porsche Approved policy & Procedure Manual for clarification.

- pass fail Brake pad wear (if less than 50% remains, replace pads) approximate % of pad remaining
l/f: _____ % r/f: _____ % l/r: _____ % r/r: _____ %
- pass fail Steering and front suspension system
- pass fail Front shock/strut function
- pass fail Front stabilizer bar bushings
- pass fail Rear axle suspension
- pass fail Rear shocks function
- pass fail Rear stabilizer bar/bushings
- pass fail Road wheels:
front size: _____
rear size: _____
- pass fail Tires (brand, size and minimum tread depth):
l/f: _____ mm
r/f: _____ mm
l/r: _____ mm
r/r: _____ mm
spare: _____ mm
- pass fail 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)

- pass fail Engine CO/HC
- pass fail Alternator function

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

- pass fail Distributor cap(s) condition
- pass fail Distributor rotor(s) condition
- pass fail Spark plug wires/boots/connectors
- pass fail Air filter element
- pass fail Belts (Check for wear, cracking, proper tension)
- pass fail Power steering belt
- pass fail 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?
- yes no Does vehicle have full tank of gas?

The Road Test - Pass or Fail (Check one)

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

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

- pass fail 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

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

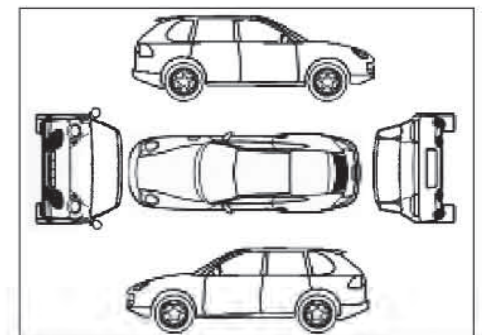
Other: _____

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