

# KOMO CARS

## VEHICLE INSPECTION • CHECK-OUT & CHECK-IN REPORT

Rental Agreement #: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

### VEHICLE & RENTER INFORMATION

Renter Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Vehicle: Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

VIN: \_\_\_\_\_ License Plate: \_\_\_\_\_

### CHECK-OUT — VEHICLE RELEASED TO RENTER

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Mileage: \_\_\_\_\_ miles

Fuel Level: ☐ Empty ☐ ¼ ☐ ½ ☐ ¾ ☐ Full

Photos/Video Taken: ☐ Yes ☐ No Number of Keys/Fobs: \_\_\_\_\_

### EXTERIOR CONDITION

Mark all existing damage and describe below.

| AREA                | OK                       | SCRATCH                  | DENT                     | CHIP/CRACK               | OTHER                    |
|---------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Front Bumper/Grille | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Hood                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Driver Side         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Passenger Side      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| AREA               | OK                       | SCRATCH                  | DENT                     | CHIP/CRACK               | OTHER                    |
|--------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Windshield/Windows | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Wheels/Rims/Tires  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lights/Mirrors     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Existing Damage / Notes: \_\_\_\_\_

#### INTERIOR & EQUIPMENT

☐ Seats Good   ☐ Dashboard Good   ☐ Carpet/Floors Good   ☐ No Odors  
☐ A/C Working   ☐ Radio/Screen Working   ☐ Lights Working   ☐ No Warning Lights  
☐ Spare/Tire Kit   ☐ Registration/Documents   ☐ Other: \_\_\_\_\_

Interior Notes: \_\_\_\_\_

#### RENTER CHECK-OUT ACKNOWLEDGMENT

I have inspected the vehicle and agree that the condition recorded above accurately reflects the vehicle's condition when I received it. I understand that **photos and/or video taken at check-out may be used with this report to document the vehicle's pre-rental condition.**

Renter Initials: \_\_\_\_\_

#### CHECK-IN — VEHICLE RETURNED

Return Date: \_\_\_\_\_ Time: \_\_\_\_\_ Mileage: \_\_\_\_\_ miles

Fuel Level: ☐ Empty   ☐ ¼   ☐ ½   ☐ ¾   ☐ Full

Return Photos/Video Taken: ☐ Yes ☐ No   Keys/Fobs Returned: ☐ Yes ☐ No

Vehicle Returned Clean: ☐ Yes ☐ No   Smoke/Vape Odor: ☐ Yes ☐ No

NEW DAMAGE FOUND: ☐ NO   ☐ YES — Describe below

Location & Description of New Damage:

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Estimated/Actual Damage Amount: \$ \_\_\_\_\_ Claim Required: ☐ Yes ☐ No

Towing/Mechanical Issue: ☐ No ☐ Yes: \_\_\_\_\_

Additional Charges/Notes: \_\_\_\_\_

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## FINAL CONDITION ACKNOWLEDGMENT

The vehicle's condition was inspected/documented at check-out and again at return. Any damage determination or charges remain subject to the **Komo Cars Vehicle Rental Agreement, Vehicle Damage Liability & Insurance Responsibility Agreement**, applicable insurance coverage, and applicable law.

### CHECK-OUT SIGNATURES

Renter Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_

Komo Cars Representative: \_\_\_\_\_ Date/Time: \_\_\_\_\_

### CHECK-IN SIGNATURES

Renter Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_

Komo Cars Representative: \_\_\_\_\_ Date/Time: \_\_\_\_\_

### KOMO CARS — VEHICLE CONDITION RECORD

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