

Service Visit Close Out Quality Check

Galloping Gertie's Garage

10421 Burnham Drive NW

Automotive Advocates

Building #3 Unit C

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Visit Start	Vehicle	Owner	Household
10/24/2020	WVWHB0338FE409930	Shaw, Damian	Shaw, Jill and Damian
Visit End	1985 VW Quantum 2.2L	506LWW	
	Start Miles/KMs	End Miles/KMs	
	155135	155135	Gig Harbor WA 98335

Contact Damian **Next Appointment: <NONE>**

CATEGORY: PRELIMINARY CHECKS

Inspectors



Status (Approx): *Everything OK - Wear Not Applicable*

Unsafe

Fixed

All OK

[Inspected By Tech] [Inspected By Advisor] [Other Staff]

Tech Name **Damian** Advisor Name Other Staff

CATEGORY: HEALTH CLEANLINESS

COVID-19 Precautions - Staff and Facilities



Status (Approx): *Everything OK - Wear Not Applicable*

Unsafe

Fixed

All OK

[Gloves Worn] [Parts Delivery Entrance] [Client Entrance]

[Credit Card Machine] [Client Restroom] [Floors] [Service Equipment]

sanitized all selected items daily.

COVID-19 Precautions - Client Vehicle



Status (Approx): *Everything OK - Wear Not Applicable*

Unsafe

Fixed

All OK

[Steering Wheel] [Door Handles] [Shifter] [Keys]

sanitized all touch areas.

CATEGORY: TEST DRIVE

Diag. Scanner Check



Status (Approx): *Everything OK - Wear Not Applicable*

Unsafe

Fixed

All OK

[Checked] [NOT Checked] **[No Reset]** [Recent Reset] [Full Reset] [All Readiness Set]

[Readinesses Incomplete] [Other Module(s)] [Does Not Communicate] [All Ok]

no diagnostic protocol on this vehicle

Test Drive



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

[No Test Drive] [Shorter] **[Longer]** [Engine Cold Start] [Engine Cold Run] [Engine Warm Start] [Engine Warm Run] [All Ok]

Runs well!

CATEGORY: UNDERHOOD & MAINTENANCE

Engine Oil



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

[Full] [Low] [Dirty] **[Clean]** [Contamination] **[Cap Tight]** [Leak] [Drain Plug Tight] [All Ok]

Changed this visit. Verified cap tight, system full, etc.

Coolant / Radiator Cap



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

[Full] [Low] [Dirty] **[Clean]** [Contamination] [Cap Tight] [Leak] [All Ok]

topped up system. Verified cap tight.

Underhood Final



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

[Tool Check] [Engine Cover Check] [Hood Latch Check] [Trunk Check] [Tow Hook Check] [Battery Charger Check] [All Ok]

verified underhood clear of all tools, etc.

Dash Warning Lights



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

no current dash warnings.

CATEGORY: UNDERCAR INSPECTION

Wheel Tire Brake



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

[Wheel Lugs] **[Tire Pressures]** [Brake Pedal Feel] [Wheel Lock Tool] [All Ok]

hand torqued all lugs nuts to 100 ft-lbs twice. Set all tire pressures to spec.

Cleanliness



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

cleaned interior / did quick wash on exterior.

Final Convenience Check



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

[Radio Operational] [Door Hinge Lube] **[Washer Fluid Full]** **[Oil Change Sticker]** [All Ok]

no concerns.

CATEGORY: CONCLUSIONS / CLOSEOUT

Technician Final Notes



Status (Approx): *Everything OK - Wear Not Applicable* Unsafe Fixed All OK

runs well - great old VW!



Final quality assurance check before delivering a vehicle. Technicians, advisors, and other staff to fill out as needed. Depth level to be determined on a case-by-case basis. Updated April 2020 for COVID-19 precautions.