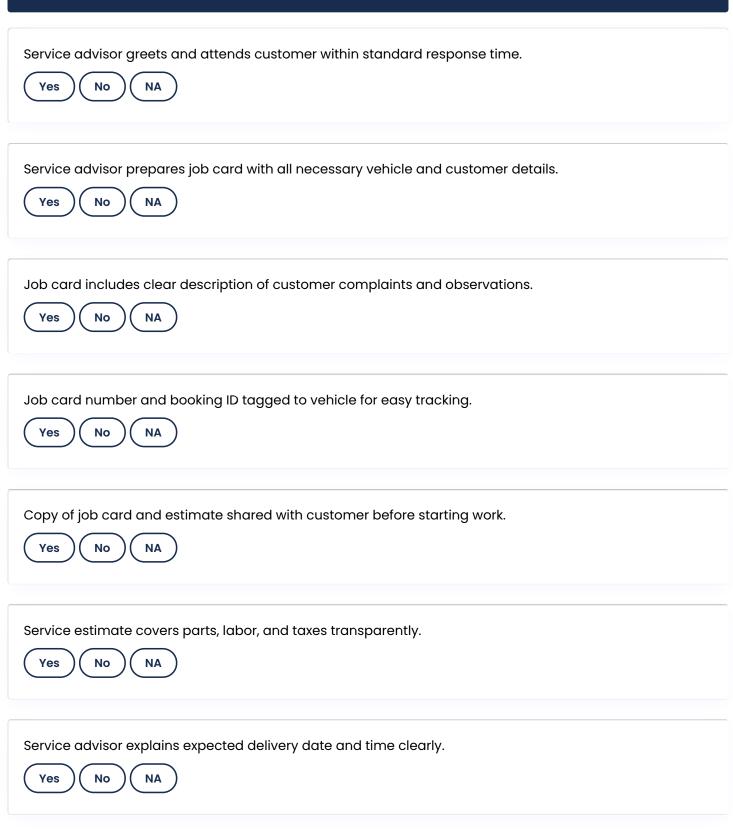
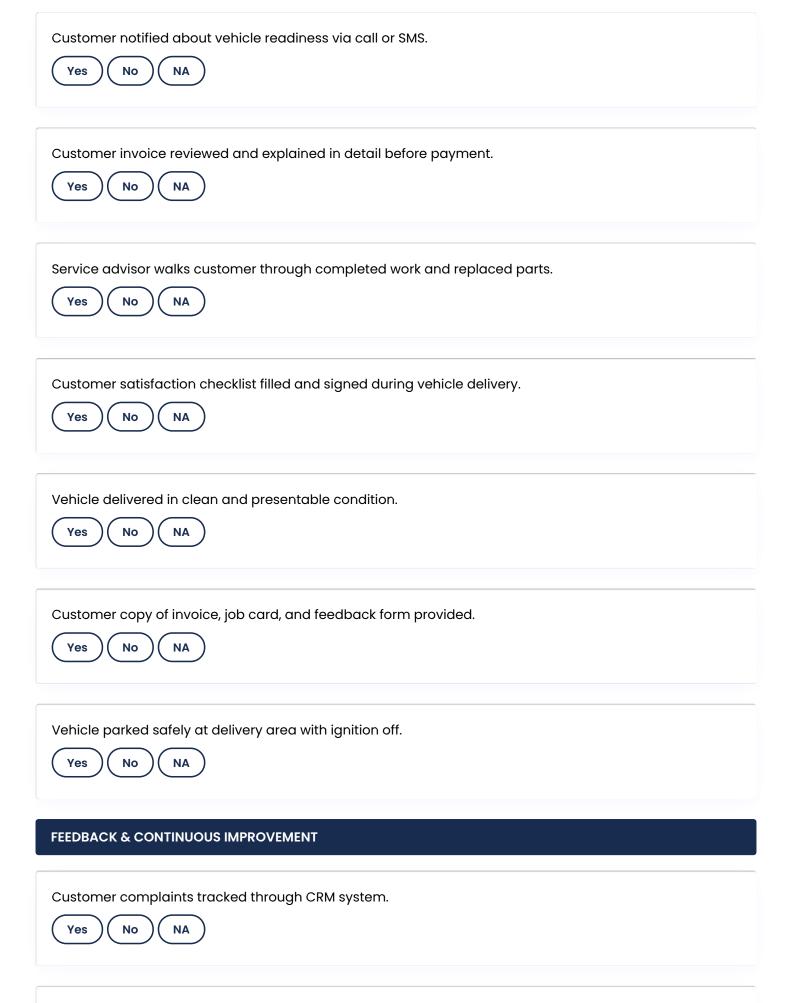
# **Vehicle Reception & Delivery Checklist**

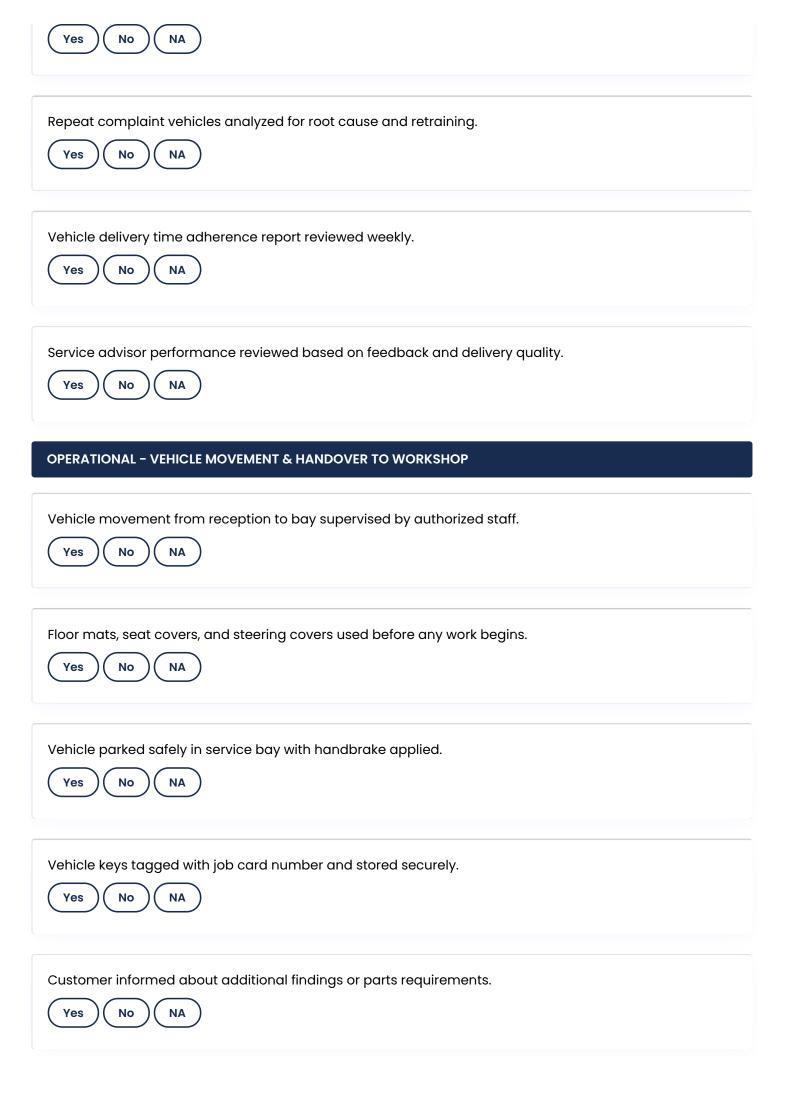
## **Automobile Dealership & Workshop Industry**

### **CRITICAL - CUSTOMER INTERACTION & JOB CARD PROCESS**

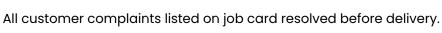




Customer satisfaction scores monitored and reviewed monthly.



# Vehicle washed and cleaned thoroughly after service completion. Yes No NA Technician test drives the vehicle post-repair to verify performance.





No

NA

Yes

No oil, grease, or fingerprints inside vehicle cabin after service.



Underbody and wheel torques checked before releasing the vehicle.



Service checklist signed by technician and verified by supervisor.



### **SAFETY & DOCUMENTATION**

Test drive conducted by authorized personnel with valid license.



All customer documents (RC, insurance, warranty) returned post-delivery.



