



Customer Name \_\_\_\_\_ VIN \_\_\_\_\_  
 Delivery Date \_\_\_\_\_ Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_  
 Dealership Name \_\_\_\_\_ Sales Consultant \_\_\_\_\_

**PRE-DELIVERY... To be completed and checked ✓ by Sales Consultant.**

- Vehicle is equipped as indicated in the contract of sale
  - Vehicle interior/exterior clean
  - Vehicle fuel tank full
  - Delivery appointment verified (if applicable)
  - Vehicle & customer paperwork prepared
  - Preset radio and clock
  - DaimlerChrysler New Vehicle Prep Form, applicable arbitration and lemon law materials in glove box
- Vehicle is ready for delivery

**DELIVERY... To be reviewed and ✓ checked Sales Consultant with customer present.**

**Vehicle Interior including:**

- Gauges and instrumentation
- Radio and clock operation
- Climate control operation
- Applicable safety features
- Seat, safety belt and air bag operation

**Vehicle Exterior including:**

- Inspect exterior
- Hood operation and engine service checkpoints
- Tire and jack operation

**Warranty and Applicable Service Contract and Accessories Disclosure**

- New vehicle warranty coverage and warranty information booklet
- Dealership has disclosed the sale of non-DaimlerChrysler service contracts and accessories on buyer's order or other required document
- Not applicable

**General Information:**

- Roadside assistance benefits
- Owner's Manual
- Vehicle maintenance schedule
- Service and Parts Department introduction and business hours: \_\_\_\_\_

Vehicle is equipped as agreed upon

Dealership acknowledges the following services and/or equipment are not available at time of delivery but will be provided as follows: \_\_\_\_\_

Scheduled completion date and time: \_\_\_\_\_ Sls Mgr Initials: \_\_\_\_\_

Customer and/or Dealer Personnel general comments: \_\_\_\_\_

**CUSTOMER FOLLOW - UP INFORMATION ...**

Customer's preferred contact phone number: \_\_\_\_\_ Customer's preferred time of contact \_\_\_\_\_ : \_\_\_\_\_ A. M. \_\_\_\_\_ : \_\_\_\_\_ P.M.  
 Primary: \_\_\_\_\_  
 Secondary: \_\_\_\_\_  
 Other means of contact: \_\_\_\_\_  
 \_\_\_\_\_  
 (Direct Customer Information to appropriate follow-up personnel)

**Sales Consultant**

All of the items checked ✓ have been reviewed with the customer.

**Customer Acknowledgement**

I acknowledge that all of the items checked ✓ have been reviewed with me.

\_\_\_\_\_  
Sales Consultant / Date

\_\_\_\_\_  
Customer / Date