

GOLF CART INSPECTION CHECKLIST

Date _____ Golf Cart Number (as applicable) _____

Department _____

Inspection Completed by _____

Does the Cart Need to be Taken Out of Service? Yes _____ No _____

If no, this inspection verifies that the golf cart is in proper and safe working condition on the above date.

ITEM	ACTION	PASS/FAIL
Steering	Verify that the steering functions properly in both directions.	
Brakes	Certify that the brakes will stop the vehicle within a safe distance.	
Tires	Visually inspect the tires to ensure they is adequate tire pressure, they are free from obvious damage, and there is not excessive wear.	
Lights/Signals	If applicable, verify all lights and signals are operational.	
Horn	If applicable, verify the horn is in working condition.	
Mirrors	If applicable, check that mirrors are not broken, tight, and adjusted properly for the operator.	
Windshield Wipers	If applicable, certify that the windshield wipes are in good condition and operational.	
Damage	Check golf cart to determine if there is any visible damage to the body or parts of the cart.	
Battery	If applicable, check the condition of the battery casing, connections, and terminals. Check if there is any corrosion.	
Battery Charging Station	If applicable, check the charging station for any visible damage and monitor the charging cycle (how long charge takes).	
Fluid Levels	If applicable, inspect all fluid levels. Verify there are no fluid leaks.	
Maximum Load Capacity	Verify the maximum load capacity for the golf cart has not been exceeded per manufacturer's guidelines.	
Additional Equipment	Ensure any equipment not mentioned above is operational and in good condition. (List equipment)	

Note: This is a general checklist and specific maintenance requirements may vary depending on the make and model of the golf cart. Always refer to the manufacturer's maintenance schedule and guidelines for each specific vehicle.