



TMI EMPLOYEE USE ONLY

Please be sure to read through this entire document before completing your Vehicle Inspection Form.

TMI Employees:

Please be advised of the following items before completing your vehicle inspection.

1. The TMI Employee is responsible for filling out the Driver Information on the inspection sheet.
2. Your vehicle inspection is due **every** 12 months - meaning it must be renewed 12 months from your **last** vehicle inspection.
3. If you get a new vehicle, contact your supervisor as you will need to submit additional paperwork.
4. Be sure your vehicle inspection is done at a Pep Boys or Firestone, **unless otherwise directed**.
We have provided possible locations below. Note: Temecula Office preferred location is Meineke.
5. You must use the provided TMI Vehicle Inspection Form. We **will not** accept a receipt, a dealership inspection form, or the auto shop inspection form.
6. **Ensure that the provided form is completely filled out before leaving.**
7. This form must be uploaded to Relias for processing and review.
8. Once your inspection is complete, enter your reimbursement and mileage.
 - a. You will be reimbursed for the cost of the inspection, mileage, and time taken completing the inspection.
 - b. Please note: TMI will only reimburse up to \$40.00 for the cost of the inspection.
9. If any item of your inspection fails, you must repair it. Please submit proof of all repairs into Relias.

VEHICLE INSPECTION LOCATIONS

The below locations are those closest to each TMI office. You are not limited to these locations.

SAN DIEGO FIRESTONE

3690 Murphy Canyon Rd.
San Diego, CA 92123
(858) 384-1154

CORONA PEP BOYS

581 N Main St.
Corona, CA 92880
(951) 279-9230

EL CENTRO FIRESTONE

902 N Imperial Ave.
El Centro, CA 92243
(760) 353-8565

ESCONDIDO FIRESTONE

1805 S Centre City Pkwy
Escondido, CA 92025
(760) 871-4098

TEMECULA MEINEKE

27685 Jefferson Ave.
Temecula, CA 92590
(951) 225-3761



DRIVER INFORMATION (ALL FIELDS MUST BE COMPLETED BY TMI EMPLOYEE)

TMI DRIVER NAME		
VEHICLE YEAR	VEHICLE MAKE	VEHICLE MODEL

VEHICLE INSPECTION (TO BE COMPLETED BY INSPECTOR)

INSPECTION POINT	PASS	FAIL	INSPECTION POINT	PASS	FAIL
Foot brake	<input type="checkbox"/>	<input type="checkbox"/>	Doors (open, lock, close)	<input type="checkbox"/>	<input type="checkbox"/>
Emergency/Parking brake	<input type="checkbox"/>	<input type="checkbox"/>	Horn	<input type="checkbox"/>	<input type="checkbox"/>
Front Brakes	<input type="checkbox"/>	<input type="checkbox"/>	Speedometer	<input type="checkbox"/>	<input type="checkbox"/>
Rear Brakes	<input type="checkbox"/>	<input type="checkbox"/>	Bumpers	<input type="checkbox"/>	<input type="checkbox"/>
Steering mechanism	<input type="checkbox"/>	<input type="checkbox"/>	Muffler and exhaust system	<input type="checkbox"/>	<input type="checkbox"/>
Windshield	<input type="checkbox"/>	<input type="checkbox"/>	Interior and exterior rear view mirrors	<input type="checkbox"/>	<input type="checkbox"/>
Rear window and other glass	<input type="checkbox"/>	<input type="checkbox"/>	Safety belts for driver and passenger(s)	<input type="checkbox"/>	<input type="checkbox"/>
Windshield wipers	<input type="checkbox"/>	<input type="checkbox"/>	Battery	<input type="checkbox"/>	<input type="checkbox"/>
Headlights	<input type="checkbox"/>	<input type="checkbox"/>	Belts	<input type="checkbox"/>	<input type="checkbox"/>
Tail lights	<input type="checkbox"/>	<input type="checkbox"/>	Hoses	<input type="checkbox"/>	<input type="checkbox"/>
Turn indicator lights	<input type="checkbox"/>	<input type="checkbox"/>	Tires: Including Tread Depth (min 2/32")		
Brake lights	<input type="checkbox"/>	<input type="checkbox"/>	INSPECTION POINT	PASS	FAIL
Front seat adjustment	<input type="checkbox"/>	<input type="checkbox"/>	Front Tires	<input type="checkbox"/>	<input type="checkbox"/>
			Rear Tires	<input type="checkbox"/>	<input type="checkbox"/>

TO BE COMPLETED BY INSPECTOR (ALL FIELDS MUST BE COMPLETED)

INSPECTOR PLEASE NOTE: IF ONE ITEM FAILS, THE ENTIRE INSPECTION FAILS

INSPECTION DATE / / VEHICLE INSPECTION PASS FAIL
(Please circle one)

COMPANY NAME

INSPECTOR'S NAME

COMPANY ADDRESS

INSPECTOR'S SIGNATURE