Vehicle Defect Report

Report a vehicle or plant defect for workshop action, with severity, photos and rectification sign-off.

Defect

Vehicle registration / fleet number *	
Odometer / hours	
Reported by *	
Date *	_____ / _____ / _____
Defect description *	
Severity *	☐ Minor - safe to use ☐ Dangerous - do not use
Photo 1	*Attach photo or sketch*
Photo 2	*Attach photo or sketch*

Rectification

Work carried out	
Rectified by	
Date rectified	_____ / _____ / _____
Vehicle returned to service	☐ Yes ☐ No
Signature	

* Required