

FORM 01

Service Request & Client Authorization

Use before scheduling or beginning any equipment inspection.

CLIENT AND JOB INFORMATION	
Client / Company: _____	Contact Name: _____
Phone: _____	Email: _____
Billing Address: _____	Job / PO Number: _____
Inspection Date: _____	Requested Completion: _____
INSPECTION LOCATION AND CONTACT	
Site / Seller Name: _____	On-Site Contact: _____
Address: _____	Phone: _____
Access Window: _____	Gate / Entry Instructions: _____
REQUESTED SERVICE	
Select	Service
☐	Pre-purchase condition inspection
☐	Pre-rental / return condition inspection
☐	Fleet, rental-return, or damage condition inspection
☐	Operational evaluation / diagnostic observations
☐	Other: _____
AUTHORIZATION	
I authorize 757 Equipment Inspections to access and inspect the equipment identified in this packet within the agreed scope. I confirm that I am the owner, authorized agent, prospective buyer with permission, or other person authorized to request the inspection. I will arrange safe access and disclose known hazards or restrictions.	
Select	Permission
☐	Operate equipment for functional testing, when safe and permitted
☐	Photograph equipment, identification plates, and observed conditions
☐	Review supplied records and perform separately approved sampling or diagnostics
Authorized By: _____	Title / Relationship: _____
Signature: _____	Date / Time: _____

FORM 02

Equipment Identification & Inspection Scope

Complete one form for each machine, attachment, generator, compressor, or other asset.

EQUIPMENT IDENTIFICATION

Equipment Type:

Unit / Asset Number:

Manufacturer:

Model:

Serial Number / PIN:

Year:

Hours / Odometer:

Reading Source: ☐ Meter ☐ ECM ☐ Records

Engine Make / Model:

Engine Serial:

Attachment(s):

Attachment Serial(s):

OWNERSHIP AND RECORDS

Owner / Seller:

Lien / Title Status Provided: ☐ Yes ☐ No ☐ N/A

Maintenance Records: ☐ Complete ☐ Partial ☐ None

Last Service Date / Hours:

Known Damage / Repairs:

Known Warning Codes:

AGREED INSPECTION SCOPE

Select	Inspection Area	Select	Inspection Area
☐	Exterior / structure	☐	Engine / power source
☐	Cooling / lubrication	☐	Electrical / starting / charging
☐	Hydraulic system	☐	Drivetrain / transmission
☐	Undercarriage / tires / brakes	☐	Cab / controls / safety devices
☐	Attachments / work tools	☐	Operational test
☐	Fluid sampling	☐	Diagnostic scan / codes

Exclusions, special instructions, or client concerns

FORM 03

Pre-Inspection Safety & Access Checklist

Stop work if conditions are unsafe or required authorization is unavailable.

SITE AND EQUIPMENT READINESS				
Item	Yes	No	N/A	Notes / Corrective Action
Site access authorization confirmed	☐	☐	☐	
Equipment identity matches request / serial number recorded	☐	☐	☐	
Machine parked on stable surface with adequate clearance	☐	☐	☐	
Attachments lowered or securely supported	☐	☐	☐	
Parking brake / wheel chocks applied as appropriate	☐	☐	☐	
Lockout / tagout requirements reviewed when applicable	☐	☐	☐	
No visible fuel, coolant, hydraulic, or electrical hazard preventing inspection	☐	☐	☐	
Fire extinguisher / emergency procedures identified when required	☐	☐	☐	
Operator or authorized representative available for powered testing	☐	☐	☐	
PPE and site safety requirements met	☐	☐	☐	
Weather / lighting adequate for inspection	☐	☐	☐	
Photography permitted in inspection area	☐	☐	☐	
HAZARDS AND STOP-WORK DECISION				
Select	Status			
☐	Inspection may proceed as planned			
☐	Inspection may proceed with limitations listed below			
☐	Inspection stopped / postponed due to unsafe or inaccessible conditions			
Hazards, limitations, or corrective action required				
Inspector:		Date / Time:		
Site Representative:		Acknowledgment:		

FORM 04

Detailed Condition Inspection Checklist - Page 1

Rate each item: S = Satisfactory, M = Monitor, R = Repair, N/I = Not Inspected, N/A = Not Applicable.

Component / Check	S	M	R	N/I	Notes / Evidence
Structure / Exterior					
Frame / chassis	☐	☐	☐	☐	
ROPS / FOPS / guards	☐	☐	☐	☐	
Body panels / doors	☐	☐	☐	☐	
Steps / handrails	☐	☐	☐	☐	
Counterweight / mounts	☐	☐	☐	☐	
Evidence of welding / cracks / impact	☐	☐	☐	☐	
Engine / Power Source					
Cold-start condition	☐	☐	☐	☐	
Oil level / condition	☐	☐	☐	☐	
Leaks / seepage	☐	☐	☐	☐	
Smoke / blow-by	☐	☐	☐	☐	
Noise / vibration	☐	☐	☐	☐	
Belts / hoses / mounts	☐	☐	☐	☐	
Cooling / Fuel / Air					
Coolant level / condition	☐	☐	☐	☐	
Radiator / cooler cores	☐	☐	☐	☐	
Fan / shroud	☐	☐	☐	☐	
Fuel tank / lines	☐	☐	☐	☐	
Air cleaner / restriction	☐	☐	☐	☐	
Exhaust / aftertreatment	☐	☐	☐	☐	
Electrical					
Battery / cables	☐	☐	☐	☐	
Starter operation	☐	☐	☐	☐	
Charging voltage	☐	☐	☐	☐	
Harness / connectors	☐	☐	☐	☐	
Lights / alarms	☐	☐	☐	☐	
Active warning indicators	☐	☐	☐	☐	

FORM 05

Detailed Condition Inspection Checklist - Page 2

Continue the component-level condition assessment.

Component / Check	S	M	R	N/I	Notes / Evidence
Hydraulics					
Tank / level / leaks	☐	☐	☐	☐	
Pumps / valves	☐	☐	☐	☐	
Hoses / cylinders	☐	☐	☐	☐	
Function speed / drift under load	☐	☐	☐	☐	
Drivetrain / Mobility					
Transmission / powershift	☐	☐	☐	☐	
Axles / final drives	☐	☐	☐	☐	
Steering / brakes	☐	☐	☐	☐	
Travel noise / vibration	☐	☐	☐	☐	
Undercarriage / Tires					
Tracks / rollers / sprockets	☐	☐	☐	☐	
Tires / wheels / hardware	☐	☐	☐	☐	
Suspension / oscillation	☐	☐	☐	☐	
Ground-contact wear / measurements	☐	☐	☐	☐	
Cab / Controls / Safety					
Seat / belt / operator station	☐	☐	☐	☐	
Gauges / warnings	☐	☐	☐	☐	
Controls / horn / alarms	☐	☐	☐	☐	
HVAC / glass / mirrors / wipers	☐	☐	☐	☐	
Attachments / Operational					
Coupler / pins / bushings	☐	☐	☐	☐	
Bucket / blade / work tool	☐	☐	☐	☐	
Attachment hydraulics	☐	☐	☐	☐	
Cycle / load response / shutdown	☐	☐	☐	☐	

FORM 06

Measurements, Codes & Test Results

Record only tests performed within the agreed scope and safe operating limits.

OPERATING MEASUREMENTS					
Test / Measurement	Result	Unit	Method / Notes		
Ambient temperature		°F / °C			
Battery voltage - key off		V			
Charging voltage		V			
Engine oil pressure		psi / kPa			
Coolant temperature		°F / °C			
Hydraulic temperature		°F / °C			
Idle speed		rpm			
High idle / governed speed		rpm			
System / relief pressure		psi / kPa			
Other					

DIAGNOSTIC CODES				
Status	Code	System / Description	Active / Logged	Notes

FLUID SAMPLES					
Fluid	Sample ID	Hours	Appearance / Odor	Lab Sent	Result / Follow-Up
Engine oil				☐	
Hydraulic oil				☐	
Coolant				☐	
Fuel / other				☐	

Test limitations or abnormal readings

FORM 07

Deficiency & Recommendation Log

Assign each finding a priority and reference supporting photographs where available.

#	Priority	System / Location	Finding / Evidence	Recommended Action	Photo
1	☐ Critical ☐ High ☐ Moderate ☐ Low				
2	☐ Critical ☐ High ☐ Moderate ☐ Low				
3	☐ Critical ☐ High ☐ Moderate ☐ Low				
4	☐ Critical ☐ High ☐ Moderate ☐ Low				
5	☐ Critical ☐ High ☐ Moderate ☐ Low				
6	☐ Critical ☐ High ☐ Moderate ☐ Low				
7	☐ Critical ☐ High ☐ Moderate ☐ Low				
8	☐ Critical ☐ High ☐ Moderate ☐ Low				
9	☐ Critical ☐ High ☐ Moderate ☐ Low				
10	☐ Critical ☐ High ☐ Moderate ☐ Low				

PRIORITY DEFINITIONS	
Critical	Unsafe condition or likely imminent failure; stop use until evaluated or corrected.
High	Significant defect affecting reliability, operation, or value; prompt repair recommended.
Moderate	Serviceable condition requiring planned maintenance, monitoring, or further diagnosis.
Low	Minor wear, cosmetic issue, or routine maintenance item.

Estimated repair considerations / specialist referrals

FORM 08

Photo & Document Log

Retain original files using the inspection number and photo reference shown below.

INSPECTION REFERENCE				
Inspection Number: _____		Equipment Serial / PIN: _____		
File Folder / Link: _____		Report Date: _____		
Photo #	File Name	View / Component	Condition Shown	Related Finding #
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
DOCUMENTS REVIEWED				
Select	Document	Date / Reference	Notes	
☐	Maintenance history			
☐	Repair invoices			
☐	ECM / diagnostic report			
☐	Fluid analysis			
☐	Ownership / serial documentation / other			

FORM 09

Inspection Summary & Report Approval

Summarize the equipment's observed condition and the limitations of the inspection.

OVERALL ASSESSMENT	
Select	Overall Rating
☐	Good - no significant defects observed within the inspection scope
☐	Fair - serviceable with maintenance or repairs recommended
☐	Poor - significant defects, risk, or repair needs observed
☐	Unable to Rate - access, safety, or operating limitations prevented adequate evaluation

Executive summary

Immediate safety or stop-use concerns

Recommended next steps

INSPECTION LIMITATIONS	
Select	Limitation
☐	Equipment was not started or operated
☐	Cold start was not observed
☐	Load test was not available
☐	Components, records, diagnostics, or other areas were unavailable: _____

INSPECTOR CERTIFICATION

I certify that this report accurately reflects the conditions I observed at the time of inspection, within the stated scope and limitations. Findings are professional observations and are not a guarantee of future performance.

Inspector Name: _____	Inspection Number: _____
Signature: _____	Date / Time: _____

FORM 10

Estimate, Invoice & Payment Record

Use as a simple work order estimate, final invoice, or receipt.

BILLING INFORMATION				
Estimate / Invoice #: _____		Issue Date: _____		
Client / Company: _____		Due Date: _____		
Billing Email: _____		PO / Work Order #: _____		
SERVICES AND CHARGES				
Qty	Service / Description	Rate	Amount	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
Subtotal		\$	_____	
		-	_____	
Travel / Additional Fees		\$	_____	
		-	_____	
Discount		\$	_____	
		-	_____	
Tax, if applicable		\$	_____	
		-	_____	
TOTAL DUE		\$	_____	

PAYMENT RECORD				
Method	Payment Date	Reference / Check #	Amount	Balance
☐ Cash ☐ Card ☐ Check ☐ ACH ☐ Other			\$	\$

Payment terms / notes

FORM 11

Inspection Terms & Limitations

Business template - have a Virginia attorney review before first use.

PLAIN-LANGUAGE TERMS	
1. Scope	The inspection is limited to the equipment, systems, tests, and access specifically identified in the service request and inspection report.
2. Snapshot in time	The report describes conditions observed on the inspection date. Equipment condition can change after inspection.
3. Non-destructive inspection	Unless separately agreed in writing, the inspection is visual and operational only. Components are not disassembled, and hidden or inaccessible defects may not be detected.
4. No warranty	The report is an independent professional opinion, not a warranty, appraisal, certification of regulatory compliance, or guarantee of remaining life or future performance.
5. Client responsibilities	The client is responsible for lawful access, safe site conditions, accurate equipment identity, permission to operate or photograph the equipment, and disclosure of known hazards.
6. Testing limits	Testing is performed only when safe, authorized, and reasonably available. Lack of cold start, load, diagnostic access, records, or safe operation will be documented as a limitation.
7. Repairs and costs	Repair recommendations and cost observations are preliminary unless a separate written estimate is provided. A qualified repair facility should confirm scope, parts, labor, and compliance requirements.
8. Report use	The report is prepared for the named client and intended purpose. Third-party reliance, resale, or publication requires written permission from 757 Equipment Inspections.
9. Payment	Fees, travel charges, deposits, due dates, cancellation terms, and accepted payment methods are governed by the written estimate, invoice, or service request.
10. Concerns	The client should promptly report questions or suspected factual errors so the report can be reviewed while inspection records are available.
CLIENT ACKNOWLEDGMENT	

I have reviewed the inspection scope, authorization, and terms above. I understand that the report is limited to observed conditions and agreed testing at the time of inspection.

Client / Authorized Representative: _____	Title / Relationship: _____
Signature: _____	Date: _____