



112-Point Inspection Checklist

Dealer Name: **LEO PAYNE HONDA**

Dealer #: **209021**

Vehicle Information

Year: **2018** Model: **Civic** VIN: **JHMFC1F78JX034514**

Mileage: **23473** Color:

Stock #: **P60026** Repair Order #: **410112**



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VIN Verification

1. Vehicle History Report (VHR cannot have any conditions listed on the right) ☐ Eligible
2. VIN Status Inquiry (All open campaigns/recalls must be completed) ☐ Eligible
3. VIN Plates (All VIN plates must match engine compartment, doorjamb and dash)..... ☐ Eligible

Not Eligible **VEHICLES REPORTED WITH THE FOLLOWING ARE NOT ELIGIBLE FOR CERTIFICATION:**

- Odometer Rollback
- Hail/Fire/Flood Damage
- Not Actual Mileage
- Dismantled/Reconstructed
- Exceeds Mechanical Limits
- Branded/Junked/Salvaged Title
- Manufacturer Buyback
- Airbag Deployment/Gray Market

Unibody

4. Frame (Carefully inspect the vehicle for any prior structural damage) ☐ Eligible

Not Eligible **VEHICLES WITH UNIBODY DAMAGE ARE NOT ELIGIBLE FOR CERTIFICATION:**

- Report any visible signs of unibody damage to the Service Manager.

Vehicle Diagnostics

5. Check for Diagnostic Trouble Codes (DTC)..... ☐ Eligible

Not Eligible **VEHICLES WITH AFTER-MARKET ITEMS ARE NOT ELIGIBLE FOR CERTIFICATION:**

- Non-OEM glass is acceptable **only** if it meets HCPV program standards.
- Refer to the certified program standards on page 4 of this checklist.

Front Interior

MEETS STANDARDS: YES NO N/A

6. Key Remotes, at least one (Unlock, lock and panic buttons) ☐ ☐ ☐
7. Keyless Entry System (Driver's-door button—unlock/lock) ☐ ☐ ☐
8. SRS Airbags (Exterior condition/Check warning lamp self-check) ... ☐ ☐ ☐
9. Ignition Switch/Engine Start Button (Engine starts) ☐ ☐ ☐
10. Instrument Panel Operation (Temp, fuel, speedometer gauge/All indicators illuminate "ON" position) ☐ ☐ ☐
11. Dash (Condition, instrument panel, light and brightness) ☐ ☐ ☐
12. Horn (Operation) ☐ ☐ ☐
13. Steering Wheel (Condition, tilt, telescopic and lock mode) ☐ ☐ ☐
14. Steering Wheel-Mounted Controls (Operation) ☐ ☐ ☐
15. Windshield Wipers/Washers (Aim, pressure—front/rear) ☐ ☐ ☐
16. Shifter (Check all shifting points—MT or AT) ☐ ☐ ☐
17. Parking Brake (Engages and displays on dash) ☐ ☐ ☐
18. Hood Release (Operation) ☐ ☐ ☐
19. Trunk/Tailgate/Hatch Release (Operation) ☐ ☐ ☐
20. Fuel Door Release (Operation) ☐ ☐ ☐
21. Seats (Operation and tracks) ☐ ☐ ☐
22. Seat Heaters (Operation and heating performance) ☐ ☐ ☐
23. Seat Belts (Belts, buckles, latches and retraction) ☐ ☐ ☐
24. Head Restraints (Present & Adjustable up/down) ☐ ☐ ☐
25. Windows (Operation—noise, speed, full travel and glass) ☐ ☐ ☐
26. Front Doors (Operation, trim, panels, handles, latches, locks) ☐ ☐ ☐
27. Side Mirrors (Condition, operation, side-view camera—if applicable) ☐ ☐ ☐
28. Rearview Mirror (Operation, auto-dimming—if equipped) ☐ ☐ ☐
29. Sunroof/Shade/Glass (Condition and operation) ☐ ☐ ☐
30. Sun Visors/Mirrors (Condition—flip up, down/sideways) ☐ ☐ ☐
31. Interior Lights (Condition and operation) ☐ ☐ ☐
32. A/C/Heater/Defroster (Operation and vent outlets) ☐ ☐ ☐
33. Audio System AM/FM/SXM/CD Radio (Operation, display, control panel, speakers) ☐ ☐ ☐
34. Intelligent Multi-Information Display (Operation and display) ☐ ☐ ☐
35. Bluetooth® HandsFreeLink® (Perform voice commands—must pair with phone) ☐ ☐ ☐
36. Navigation System (Operation, display, clear all stored data) ☐ ☐ ☐
37. Rearview Camera (Operation and display)..... ☐ ☐ ☐
38. Alarm/Theft-Deterrent System ☐ ☐ ☐
39. Cigarette Lighter/Power Outlets (if equipped) ☐ ☐ ☐

Comments:

Rear Interior

MEETS STANDARDS: YES NO N/A

40. Seats (Upholstery condition, operation and tracks) ☐ ☐ ☐
41. Seat Belts (Belts, buckles, latches, anchors and retraction) ☐ ☐ ☐
42. Head Restraints (Present & Adjustable up/down) ☐ ☐ ☐
43. Windows (Operation—noise, speed, full travel and glass) ☐ ☐ ☐
44. Rear/Sliding Doors (Operation, trim, panels, handles, latches, locks) ☐ ☐ ☐
45. Cargo Light (Condition and operation) ☐ ☐ ☐

Comments:

Front Exterior

MEETS STANDARDS: YES NO N/A

46. Windshield Glass (Cracks, chips, pits, scratches, antenna) ☐ ☐ ☐
47. Windshield Wiper Blades/Arms (Condition and high-/low-speed operation) ☐ ☐ ☐
48. Headlights/Lenses (Condition and operation—moisture) ☐ ☐ ☐
49. Fog Lights/Lenses (Condition and operation) ☐ ☐ ☐
50. Daytime Running Lights/Lenses (Condition and operation) ☐ ☐ ☐
51. Turn Signal Lights/Lenses (Condition and operation) ☐ ☐ ☐

Comments:

Rear Exterior

MEETS STANDARDS: YES NO N/A

52. Windshield Glass (Cracks, chips, pits, and scratches) ☐ ☐ ☐
53. Windshield Wiper Blade/Arm (Condition and operation) ☐ ☐ ☐
54. Brakelights/Lenses (Condition and operation) ☐ ☐ ☐
55. Taillights/Lenses (Condition and operation—moisture) ☐ ☐ ☐
56. Backup Lights/Lenses (Condition and operation) ☐ ☐ ☐
57. Turn Signal Lights/Lenses (Condition and operation) ☐ ☐ ☐
58. Emergency Lights/Lenses (Condition and operation) ☐ ☐ ☐
59. License Plate Brackets/Light (Condition and operation) ☐ ☐ ☐
60. Exhaust(s) (Condition—loose or damaged) ☐ ☐ ☐
61. Fuel Door/Cap (Fuel door and cap operation—if applicable) ☐ ☐ ☐

Comments:

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Under Hood/Fluids

MEETS STANDARDS: YES NO N/A

62. Hood Support/Prop Rod (Condition—holds hood up) ☐ ☐ ☐
63. Engine Mounts (Condition—cracks/tears in the rubber) ☐ ☐ ☐
64. Engine (Condition, operation, fluid level and leaks) ☐ ☐ ☐
65. Transmission Mount (Condition—bracket, rubber bushing) ☐ ☐ ☐
66. Transmission (Operation—MT or AT, fluid level, hoses and leaks) ☐ ☐ ☐
67. Clutch Master Cylinder (Operation, fluid level and leaks) ☐ ☐ ☐
68. Brake Master Cylinder/Booster (Fluid level and leaks) ☐ ☐ ☐
69. Brake System (Operation and leaks) ☐ ☐ ☐
70. 12-Volt Battery (Condition and load test) ☐ ☐ ☐
71. Alternator (Belt condition, tension and charge) ☐ ☐ ☐
72. Water Pump (Noise and leaks) ☐ ☐ ☐
73. Fuel Injectors (Condition—fuel lines and hoses) ☐ ☐ ☐
74. Radiator (Fluid level, leaks and damage) ☐ ☐ ☐
75. Coolant Recovery Tank (Condition, fluid level and leaks) ☐ ☐ ☐
76. Coolant Hoses (Condition and leaks) ☐ ☐ ☐
77. A/C Condenser (Corrosion and damage) ☐ ☐ ☐
78. A/C Compressor (Proper cycling, belt condition and tension) ☐ ☐ ☐
79. Power Steering (Belt condition, tension, fluid level and leaks) ☐ ☐ ☐
80. Differential Fluid (Check level and leaks) ☐ ☐ ☐
81. Washer Fluid (Check level and leaks) ☐ ☐ ☐
82. Hydraulic Hose/Line (Cracks, kinks, loose bolts and leaks) ☐ ☐ ☐

Comments:

Under Vehicle

MEETS STANDARDS: YES NO N/A

83. Brake Calipers (Evidence of binding, loose bolts and leaks) ☐ ☐ ☐
84. Suspension (Loose bolts, bent/broken control arms) ☐ ☐ ☐
85. Universal/CV Joint/Boots/Driveshaft (Cracks and leaks) ☐ ☐ ☐
86. Exhaust System (Leaks, holes, dents, cracks and hangers) ☐ ☐ ☐

Comments:

Brakes/Wheels/Tires

MEETS STANDARDS: YES NO N/A

Left-Front

87. Brake Pad/Shoe (Replace if damaged and/or wear exceeds 50% of minimum thickness) ☐ ☐ ☐
88. Rotor (Replace if damaged and/or wear is beyond service limits) ☐ ☐ ☐

Record Measurements Below in Millimeters

BRAKE PAD/SHOE	BRAKE ROTOR
7 mm	23 mm

89. Wheel (Check condition, lug nut, torque and valve stem) ☐ ☐ ☐
90. Tire (Uneven wear, minimum tread depth 4/32" across tread width, sidewall cracking/cuts, adjust tire pressure) ☐ ☐ ☐

Right-Front

91. Brake Pad/Shoe (Replace if damaged and/or wear exceeds 50% of minimum thickness) ☐ ☐ ☐
92. Rotor (Replace if damaged and/or wear is beyond service limits) ... ☐ ☐ ☐

Record Measurements Below in Millimeters

BRAKE PAD/SHOE	BRAKE ROTOR
7 mm	23 mm

Brakes/Wheels/Tires (Cont.)

MEETS STANDARDS: YES NO N/A

93. Wheel (Check condition, lug nut, torque and valve stem) ☐ ☐ ☐
94. Tire (Uneven wear, minimum tread depth 4/32" across tread width, sidewall cracking/cuts, adjust tire pressure) ☐ ☐ ☐

Left-Rear

95. Brake Pad/Shoe (Replace if damaged and/or wear exceeds 50% of minimum thickness) ☐ ☐ ☐
96. Rotor/Drum (Replace if damaged and/or wear is beyond service limits) ☐ ☐ ☐

Record Measurements Below in Millimeters—Write N/A if not applicable

BRAKE PAD/SHOE	BRAKE ROTOR	BRAKE DRUM
7 mm	9 mm	N/A mm

97. Wheel (Check condition, lug nut, torque and valve stem) ☐ ☐ ☐
98. Tire (Uneven wear, minimum tread depth 4/32" across tread width, sidewall cracking/cuts, adjust tire pressure) ☐ ☐ ☐

Right-Rear

99. Brake Pad/Shoe (Replace if damaged and/or wear exceeds 50% of minimum thickness) ☐ ☐ ☐
100. Rotor/Drum (Replace if damaged and/or wear is beyond service limits) ☐ ☐ ☐

Record Measurements Below in Millimeters—Write N/A if not applicable

BRAKE PAD/SHOE	BRAKE ROTOR	BRAKE DRUM
7 mm	9 mm	N/A mm

101. Wheel (Check condition, lug nut, torque and valve stem) ☐ ☐ ☐
102. Tire (Uneven wear, minimum tread depth 4/32" across tread width, sidewall cracking/cuts, adjust tire pressure) ☐ ☐ ☐

BRAKE PAD/SHOE	BRAKE ROTOR	BRAKE DRUM
mm	mm	mm

103. Spare Tire/Tool Kit/Tire Repair Kits (Check conditions and all tools present)..... ☐ ☐ ☐

Comments:

Replacement Items

MEETS STANDARDS: YES NO N/A

104. Engine Air Filter (Replace if dirty) ☐ ☐ ☐
105. Cabin Filter (Replace if dirty) ☐ ☐ ☐

Comments:

Road Test

MEETS STANDARDS: YES NO N/A

106. Engine Operation (Cold/hot/high and low speeds) ☐ ☐ ☐
107. MT Clutch (Smoothness, effort and slippage) ☐ ☐ ☐
108. Braking System (Noise, vibration and effort) ☐ ☐ ☐
109. Cruise Control System (Engage, cancel and resume) ☐ ☐ ☐
110. Steering/Tire/Wheel (Abnormal vibration and stiffness) ☐ ☐ ☐
111. CV Joint/Drive Axle Noise (Full lock, turn left/right)..... ☐ ☐ ☐
112. Vehicle Drift/Pull (Abnormal drift/pull—drive straight) ☐ ☐ ☐

Comments:

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Technician Acknowledgment (Signature Required)

I certify that: i) I inspected all applicable items on this checklist; ii) all required reconditioning was performed and meets Honda Certified Pre-Owned Vehicle Program Standards for HondaTrue Used vehicles; and iii) this vehicle is eligible for certification as a HondaTrue Used vehicle. All items that did **not** meet program standards have been properly repaired with Honda Genuine Parts and thoroughly documented on the reconditioning repair order. All diagnostic trouble codes (DTCs) have been remedied and cleared, and all applicable campaigns and recalls have been properly completed prior to vehicle certification and delivery.

Technician: ROBERT BURKHARDT DPTS #: D468232 Signature: [Signature] Date: 7/16/2025

Dealer Management Acknowledgment (Signature Required)

I certify that: i) all applicable items on this checklist were inspected; ii) all required reconditioning was performed and meets Honda Certified Pre-Owned Vehicle Program Standards for HondaTrue Used vehicles; and iii) this vehicle is eligible for certification as a HondaTrue Used vehicle and will be reported to American Honda within 48 hours of retail delivery.

Name (Print): CONNOR THOMAS Signature: [Signature] Date: 7/18/2025

Please select your title:

- | | | | |
|---|--|--|--|
| ☐ Dealer Principal | ☐ Dealership Manager | ☐ General Manager | ☐ General Sales Manager |
| ☐ Sales Manager | ☐ Business Office Manager | ☐ Service Manager | ☐ Pre-Owned Manager |

Certified Program Standards

- Perform all required maintenance
- All fluids must be topped off
- All tires must be same size, brand, load, speed rating and free of damage

- OEM or non-OEM windshields containing cracks, chips, scratches, pitting and impairment of the driver's line of sight must be repaired and/or replaced. If a windshield cannot be repaired, it must be replaced with either Honda OEM or comparable aftermarket windshield

Documentation/Keys/Manuals

MEETS STANDARDS: YES NO N/A

Check items provided to the customer during vehicle delivery:

- | | |
|--|---|
| A. Vehicle Inspection Checklist | ☐ YES ☐ NO ☐ N/A |
| B. Vehicle History Report (CARFAX™ or AutoCheck®) | ☐ YES ☐ NO ☐ N/A |
| C. Owner's Guide | ☐ YES ☐ NO ☐ N/A |
| D. Owner's Manual | ☐ YES ☐ NO ☐ N/A |
| ☐ Paper ☐ CD/DVD ☐ Online | |
| E. New Car Warranty Manual | ☐ YES ☐ NO ☐ N/A |
| ☐ Paper ☐ CD/DVD ☐ Online | |
| F. Certified Warranty Booklet | ☐ YES ☐ NO ☐ N/A |
| ☐ Paper ☐ CD/DVD ☐ Online | |

MEETS STANDARDS: YES NO N/A

Check items provided to the customer during vehicle delivery:

- | | |
|---|---|
| G. Navigation Code #: (.....) | ☐ YES ☐ NO ☐ N/A |
| H. Radio Security Code #: (.....) | ☐ YES ☐ NO ☐ N/A |
| I. Keys (One OEM key remote) | ☐ YES ☐ NO ☐ N/A |
| J. Valet Key (One key) | ☐ YES ☐ NO ☐ N/A |

Comments:

Customer Acknowledgment (Signature Required)

All applicable items checked above (A through J) have been reviewed with and provided to me by the dealership at the time of vehicle delivery.

Customer Name (Print): _____ Signature: _____ Date: _____