PART 1. INITIAL CONTACT AND INSPECTION

QUESTIONS TO ASK SELLER:

- 1. Can you describe the car and its condition?
- 2. Does it run well?
- 3. How is the:

Body?

Any Rust?

Paint? (original? repainted?--why?)

Interior?

Tires?

Engine?

Brakes?

Shocks?

- 4. If it is a camper, is it a Westfalia or some other conversion company?
- 5. What special features or options does it have?
- 6. Why are you selling it?
- 7. How long have you owned it?

Had it for sale?

- 8. Is it currently registered and licensed?
- 9. Where is the car located?
- 10. How many miles does it have on it? [12K/yr?]
- 11. What problems have you had with the car; what work has been done?
- 12. Has it ever been hit or in an accident?
- 13. What work does it need done on it now?
- 14. How much are you asking for it? Is the price firm, or negotiable?

QUESTIONS TO ASK YOURSELF:

Why am I buying this car?

What do I intend to do with it?

Will it be my commute vehicle?

What service and support is locally available?

Will I be driving it year-round or summer only?

Do I want to work on the car more than driving it?

Am I willing to pay a premium because someone else has already done most of the serious work on the car?

What is the most that I'm willing to pay for this car?

What is the least that I think that the car can be had for?

OWNERSHIP VERIFICATION: (Do all of the following agree and seem right?)

Name on title:

Name on registration:

Model/Year on title:

VIN on title:

VIN on registration:

VIN on dash:

VIN on door:

Mileage on title:

Mileage on odometer:

Price on title:

Asking price:

Blue Book price:

Paint color and code:

SUGGESTIONS:

- 1. Arrange to inspect the bus at a time when the engine will be stone cold so you can check valve clearances if necessary and cold-starting ability.
- 2. A clean piece of cardboard placed under the engine/trans after the test-drive will help show fluid leaks.
- 3. In some states, older non-titled vehicles may be titled with just a bill of sale. Other states may require an additional security bond to be posted. Use extreme caution in either of these cases!
- 4. Require seller have the vehicle pass all state inspections (safety, emissions) at a mutually agreeable shop (NOT one of his choosing) before you pay for it. Old (>30days) inspections are of absolutely no use to you.
- 5. A general guide to reading exhaust smoke: Black smoke = unburned fuel

Valves bad or out of adjustment? Carb out of adjustment?

Blue smoke = burning oil

Accelerating: Piston rings bad? Decelerating: Valve seats/guides bad?

TOOLS TO BRING FOR INSPECTION: (Allow 2-3 hours for the inspection)

Essentials: A cynical, mechanically-minded friend, standard metric tool set plus 17mm Allen key, Voltmeter, Compression Gauge, Tire gauge, Flashlight, Magnet, the 2 different spark plug sockets, spray lube, clean rags, Clipboard, pen and hiliter, some cash, driver's license and insurance card. Optional: tow rope, starting fluid, jumper cables, timing light, ramps, jack (floor or scissors), mirror, coveralls, rags, gas can, oil, duct tape, wire, repair manuals, misc. fuses, calculator.

ADDITIONAL POST-CHECKLIST QUESTIONS:

Original Owner?

Names/numbers of previous owners available?

What regular maintenance was done? Records?

Who was your mechanic? Name/address/phone?

What gas mileage have you been getting?

Are there any repair or gas mileage records?

Oil change interval? Type of oil used?

How old are the tires? Battery?

Has it passed emissions recently?

Has any bodywork ever been done? Why? Receipts?

Has any mechanical work been done recently?

Where?

Warranty?

Receipts?

What work remains to be done or corrected?

Are there any missing parts?

Do you have any extra parts or wheels for it?

What new/aftermarket parts are in the car? Receipts?

Was it ever used for towing?

Has it ever been crashed, burnt, stolen, hit or rolled?

How was the car generally driven?

On highway or in town?

Are the engine, transmission, steering, differential original?

(If not, why not? Origin, receipts, warranty?)

Do you have the owner's manual and/or repair books?

Do you have all 2 sets of keys + valet?

Any interesting history?

Are there any tools/parts that come with the car?

PART 2. EXTERIOR AND INTERIOR INSPECTION. (Don't start the engine yet)

IS	THE C	AR READY TO SELL:
\odot		
		Title ready for transfer? Any liens?
		Do body numbers match those on title & registration?
		Title in seller's name?
		Current Emissions certificate?
П		Current registration? Current Plates?
		Current Safety certificate, if req'd?
	_	R WALK-AROUND:
\odot	\odot	
Ц	Щ	Check door edges and underside for rust/tears
Ш		Check doors/hinges for stress/tears
		Doors/hoods open/close freely? Rubs?
		Driver's door / passenger door / sliding door / rear hatch / engine hatch
		Is anything obviously broken?
		Are lights cracked, dented or broken?
		Car sits level? (view from all sides)
		Are bumpers dinged? Rusty? Loose? Level?
		Rear bumper sooty or oily?
		Paint OK? All panels same shade? Cracks? Overspray?
		Any of the trim or hubcaps rusty or missing?
		New paint? Why? Any body ripples?
П		Find bottom of trunk/side wells. Rust? Holes?
同		Rust/repair on body? Fenders? Sills?
同	一	Any Bondo? Fiberglass? (magnet) Why?
	一	Lift rubber mat in front door step. Rusty? Holes?
П	一百	Rubber parts and seals condition? Cracked?
Ħ	Ħ	Any fender dings or misalignment? Why?
Ħ	Ħ	Gas tank & fill hose OK? Gas smell?
Ħ	Ħ	Door/engine hatch dings? Misalignment? Why?
Ħ	Ħ	Jack in bus? OK? Spare tire good? Pressure? Jack points good?
Ħ	Ħ	Have jack? works? Bilstein jack fits in all four jack points?
Ħ		Tires: Tread? Bulges? Cracks? (Check from under bus too)
Ħ	뮴	Tires all the same model/brand? LT / "C" rated tires?
H		Wheels: Bent? Rusted? Cracks? All the same?
ш		Wheels, bent: Rusteu: Grucks: All the sume:
UN	DERS	IDE: GET UNDER THE BUS. (USE MAGNET EXTENSIVELY THROUGH THIS SECTION!) A FLASHLIGHT IS
IN۱	/ALUAE	BLE HERE! USE A SCREWDRIVER TO TEST FOR RUST OR WEAK METAL. Start at front of bus and work back.
\odot	\odot	
П		Brake disks grooved? Brake pads? Any leaks?
同	一	Rubber brake lines OK? None brittle, cracked, etc.?
П	一百	Axle beam lubrication points in good shape? Residual grease still there?
Ħ	一	Axle beam has excess grease showing at both ends of beam (kept greased)?
Ħ	Ħ	Check for rust on axle beam (screwdriver). Joint with steering box OK?
Ħ	Ħ	End plates, connection to body OK? Rust apparent anywhere else on beam?
Ħ	H	Ball joint boots intact (upper & lower, check carefully)?
Ħ	H	Tie rods straight? Tie rod end boots intact?
H	Η	Steering damper in place?
H	H	Have friend turn steering wheel: steering arm stays level (no up/down movement?)
H	H	Look at underside of front door steps, body lip forward of front wheels: rust?
	H	Any underbody/floor pan rust?
H	H	
Ш		Any rocker panel or wheel well rust? Check particularly in entire vertical area immediately behind each front wheel. Pay special attention to inside of rocker panels, sliding door track.

L		ш	Are main frame members rusted? Dogs? Jack points?
			Is heater hose from heater boxes in place and intact?
ſ			Is there an underbelly gas heater (Eberspacher BA-6)?
Ī		П	Cap from Westy sink in place?
Ī		Ħ	Anything dented? Bent? Welded? Why?
ř	=	H	Any evidence of ground clearance damage?
ŀ	=	H	
Ļ	=	H	Shift rod straight, coupling good?
Ļ	_	\vdash	Clutch cable in good condition?
Ļ		\sqcup	Any leaks from transmission or differential?
L		Ш	Use 17mm allen key to undo transmission fill plug and check fluid level
			Check for rust: rear frame members, jack points, wheel wells
			Check fuel lines under bus. All OK, no cracking, no wet connections?
ſ			Fuel pump secure, no leaking anywhere?
Ī		Ħ	Turn driveshaft by hand. Any movement, or slop? Shafts should move smoothly in/out, but not rotate
ř		Ħ	Constant velocity joint boots OK? (check all the way around, all four joints)
ŀ	=	H	Any oil leaks from engine? Where?
ŀ	=	H	
Ļ	=	\vdash	All lower engine tin in place?
L		Ш	If engine tin oily, remove tin, search for probable source of leaking. Most likely source is push-rod tube seals,
_		_	but check is leaking where cylinder mates with case.
L		Ш	Condition of heater boxes? Exhaust parts? Rusty? Solid & original?
			Patched/hacked? Properly aligned? Muffler dented?
			Look for rust under battery tray(s).
Ī		П	Tire wear even?
Ī		Ħ	All shocks & struts damp OK? Any leaks? Creaks or squeaks?
ř	=	Ħ	Tail pipe: Grey=OK, sooty/oily/greasy=Not-OK
ř	=	Ħ	Anything hanging down, taped or wired up?
ŀ	=	H	
Ļ	=	H	Any non-stock suspension mods?
Ļ	=	H	Suspension loose? Jack up each wheel in turn.
L		Ш	Pull on side/top of wheels (9 & 3 o'clock, 12 & 6)
_			
l	JNDI		100D:
(\odot	\odot	
			Anything broken? Datched? Leaking?
L			Allything brokens Patcheus Leakings
Ĺ			Anything broken? Patched? Leaking? Is engine clean? Any rust? Stock?
	ī	H	Is engine clean? Any rust? Stock?
		Ħ	Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals?
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered?
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment.
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys?
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing?
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing? Heater hoses OK? Hoses stiff? Cracked? Patched?
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing?
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			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing? Heater hoses OK? Hoses stiff? Cracked? Patched? Vacuum hoses stiff? Patched? Capped? Missing? Fuel lines stiff? cracked? wet? (!) Is emissions equip original & working?!\$
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			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing? Heater hoses OK? Hoses stiff? Cracked? Patched? Vacuum hoses stiff? Patched? Capped? Missing? Fuel lines stiff? cracked? wet? (!) Is emissions equip original & working?!\$ Are catalytic converters original & working?\$ Distributor, cap, rotor, and points OK? Check ignition wires. Wiring harness appearance? Any new electrical tape?
			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing? Heater hoses OK? Hoses stiff? Cracked? Patched? Vacuum hoses stiff? Patched? Capped? Missing? Fuel lines stiff? cracked? wet? (!) Is emissions equip original & working?!\$ Are catalytic converters original & working?\$ Distributor, cap, rotor, and points OK? Check ignition wires. Wiring harness appearance? Any new electrical tape? Any non-stock engine modifications? What?
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			Is engine clean? Any rust? Stock? All engine compartment seals in place? No light showing through seals? Has it overheated? Paint blistered? Check oil level. Look for oil leaks visible in engine compartment. Any play in main crankshaft pulley?!\$ Any play in any of the other pulleys? Belts cracked? frayed? missing? Heater hoses OK? Hoses stiff? Cracked? Patched? Vacuum hoses stiff? Patched? Capped? Missing? Fuel lines stiff? cracked? wet? (!) Is emissions equip original & working?!\$ Are catalytic converters original & working?\$ Distributor, cap, rotor, and points OK? Check ignition wires. Wiring harness appearance? Any new electrical tape? Any non-stock engine modifications? What?

IN	_	R/ELECTRICAL:
\odot	\otimes	
		Is anything broken? Torn? Patched?
		Open fuse box. Any missing? Any wiring hacks?
П	同	Headliner OK? Gashes, mold, warping, screws missing?
Ħ	一	Carpets OK? Underlayment condition?
Ħ	Ħ	Rubber covering over front seat risers OK?
H	H	Check for rust under mat at front seat belt anchor points (remove 17mm bolt to check). Check rear belt
ш	Ш	anchor points over wheel well. (Both are very commonand hiddenrust spots)
		Rust, rot or water under the carpets?
H	H	
H	片	Any wiring hacks under the dash?
Н	님	Seats dirty or torn? Look under cover. Springs look broken?
\mathbb{H}	\vdash	Do both seats adjust?
Н	닏	Dash cracked?
Щ	Ц	Windshield cracked? Chips? Scratched? Delaminating?
Щ		Windows all open & close? Any cracks? Remember rear vent window!
Ш	Ц	Mirrors all present and adjustable?
		Steering play? Does shaft move at all? Why?
		Brake pedal feels right? Smooth? Firm?
		Clutch pedal feels right? Smooth?
		All gauges/controls work? Stereo? Tape/CD?
		Headlights high/low work? Lenses OK?
		Tail and side lights all work? Lenses OK?
		Brake lights all work? Any broken lenses?
		Turn signals all work? Any broken lenses?
		Windshield wipers & washer work?
П	同	Heater, defroster, and fans work?
(C	AMPER	ONLY):
\Box		All cabinetry in good condition? All doors/drawers lock closed securely?
П	Ħ	Wardrobe closet mirror in place and OK?
H	Ħ	Lower bed folds down OK? Cushion smooth?
	Ħ	Upper bed folds down OK? Cushion smooth?
H	片	Camping lights work?
H	H	Dual batteries in place and OK? Isolator in place and working?
H	片	
H	H	Shore power hook-up works? A/C inverter OK? Propage tank OK3 (look for rust, depts, correded/bent valves)
Н	片	Propane tank OK? (look for rust, dents, corroded/bent valves)
H	片	Front seats swivel OK?
Н	님	Front curtain accounted for? All snaps in place? Tears, rips?
\mathbb{H}	\vdash	Check all other curtains. All there? Snaps all work? Tears, rips?
Н	닏	Rear bug screen?
Н	닏	Between seat chest in good condition?
Щ	빌	Sliding door runs smoothly? Latches/unlatches OK?
Щ		Jalousie windows open/close/seal? Lift each pane in turn with window closed. Bug screens OK?
Щ	Ц	Stove works? Test all burners, both high and low flame
Щ	Ц	Stove pilot light starter and propane shut-off OK?
		Icebox/fridge OK? Check for cracks. Fridge cools on AC, DC, propane?
		Gas or propane heater installed? Works? CO2 detector installed/working?
		Sink pump works? City water connection works? Cabinetry to protect sink pump in place?
		Pop-top seals all good?
		Pop-top fiberglass OK? No cracks/leaks? Top sits level?
		Luggage rack tie-downs all in place and secure?
П	□	Luggage rack bucket OK without cracks or warping?
П	Ħ	Pop-top opens OK? Latch releases smoothly and securely?
П	Ħ	Pop-top canvas in good condition? Canvas tight all the way around?
Ħ	Ħ	Pop-top window covers OK? Zipper intact and runs OK?
		alborate in the contract with

		Pop-top bug screens OK? Zipper intact and runs OK? Pop-top canvas gasket where meets body tight and in good condition? Pop-top closes OK? Latch catches smoothly and securely? Pop-top vent not cracked, leaking, etc. and opens/closes OK? Safety equipment (seat belts, horn) work? Fire extinguisher(s) in place and properly charged? Westfalia tables in place and in good condition? Tables assemble securely?
<u>PAR</u>	T 3: E	NGINE START-UP, RUNNING, AND TEST DRIVE.
	_	ON, BUT DON'T START ENGINE:
		Temp light should come on! Connected? Oil warning light should come on! Connected?
		Charge warning light should come on!
	_	IE ENGINE YOURSELF:
\odot	\otimes	Oil warning light goes out?
		Charge warning light goes out?
		Do all idiot lights go on/out right?
		Are all the instruments working?
Н	\square	Does it start easily when cold?
		Does it run smoothly when cold?
H	H	Depress clutch several times. Noises? Oil Pressure: idle 4000 RPM
H	Ħ	Volts/Amps: idle 4000 RPM
H	Ħ	Any odd engine noises when cold?
П	П	Exhaust condition/noises? Pressure even?
П	П	Cap pipe with clipboard. Any exhaust leaks?
		Any deposits on clipboard? Does it smoke?
		Turn car off. Does it restart? Restart again.
		Now pull forward. Check for leaks on ground.
		Does gauge really work?
_		VE (Allow 30-40 minutes)
\odot	\otimes	Took the feet and hand hyplics first!
H	H	Test the foot and hand brakes first! Relax, drive a bit to get used to it.
H	H	How does car ride? Soft or hard?
H	H	Odometers, tach and speedometer work?
Ħ	Ħ	Revs smoothly to red line? flatspots?
Ħ	Ħ	Any unusual engine noises/vibrations?
		Any drive train noises or vibrations?
		Any noticeable slop in drive train?
		Reverse works? Rev.lights go on/off?
Ш		Trans shifts smoothly to all gears?
Ц	Ц	Any clunks, whines, rumbles, rattles?
	H	Clutch smooth? Slippage on hill test?
H	님	Hand brake works? Test against engine
H	\vdash	Is the low engine speed operation OK? Brakes strongly to stop from 50mph?
H	\vdash	Brakes strongly to stop from 50mph? Do brakes still work? Stops straight?
H	H	Make 2 tight 360' turns each way. Any noises?
		Accelerates smoothly from dead stop?
_		· · · · · · · · · · · · · · · · · · ·

		Are there any hesitations/flat spots?
		Does the power seem right? Hill test.
		Is it running too hot or cold? Why?
		Drive beside a long wall. Any unusual sounds?
		Is it too noisy in general at highway speeds?
		Any noises or vibrations when accelerating?
		Any noises or vibrations when coasting?
		Any noises or vibrations when decelerating?
		Any noises or vibrations when braking?
		(Do each of these two or three times) Accelerate to 10 MPH in first, let off gas sharply: pops out of gear?
		Accelerate to 20 MPH in second, let off gas sharply: pops out of gear?
		Accelerate to 35 MPH in third, let off gas sharply: pops out of gear?
		Accelerate to 50 MPH in fourth, let off gas sharply: pops out of gear?
		Accelerate in reverse, let off gas sharply: pops out of gear?
		Any noises or vibrations when braking?
		Steering action loose or tight? Parallel park.
		Handles OK on bumps, curves and sharp corners?
		Tracks straight with hands off steering wheel?
		Brakes straight with hands off steering wheel?
		Brakes still work? Pulls? Pulse? Drag? Noises?
		Having fun yet? Comfortable? Does it fit?
		Do the heater, defroster and AC work right?
		Are all the instruments & lights still working?
		Now let it idle a while. Is temp stable/OK?
		Any exhaust, gas or other odors? Pull forward.
		Turn it off. Go back to check ground for leaks.
Uasz	a frian	ed got out and watch the gay driving.
П а V	e mer 🙁	nd get out and watch the car driving:
		Tracks straight? (Frame hont?)
Н	H	Tracks straight? (Frame bent?) Smokes?
H	H	
H	H	Wheels wobble? Any noises? Leans? General impression?
Ш	Ш	Leans: General impression:
POS	T DRI	VE:
\odot	\odot	
		Open hood. See or hear anything unusual?
		Does engine seem too hot?
		Check for fluid leaks after shutdown. (Oil, Trans, Fuel, Differential)
		Check oil cap and dipstick for signs of water. (Oil off-color, brown/grey/white or bubbly)
		Compression test: (disconnect coil, remove ALL plugs)
		1. Dry: 1 2 3 4
		2. Oiled: 1 2 3 4
		Plug condition? (OK? Burnt? Oily? Sooty?)
	_	1234
		Does it restart when warm? Why not?

COMMENTS:

Motor Vehicle Bill of Sale

(seller copy)

	(N, that for payment in the sum of \$\) (Seller) g described motor vehicle (Vehicle):		rs to	
the following	described motor venicle (venicle):			
	Year: I	Make:		
	Color:	Model:		
	VIN:	Style:		
	Odometer reading:	Title #:		
The sale is s	ubject to the following conditions an	nd representations:		
Seller acknor title transfer	wledges receipt of \$ day(s).	in down payment fo	or the Vehicle, full payment fron	n the Buyer and
	the Buyer days to have the spection is unsatisfactory to the Buy		independent mechanic, and agre	es to cancel the
If the sale is advertising.	s not completed, the Seller will reta	in \$ of the	e down payment to cover costs	and effort in re-
reflects the a	es to the best of the Seller's know actual mileage of the Vehicle. The V ession, and the Seller has no knowle	/ehicle's odometer was n	ot altered, set back, or disconned	
	nts to Buyer that Seller has good and that said property is sold free of a whatsoever.			
	o knowledge of any hidden defects nicle being sold is in good operating ated.			
(Seller signa	ture)		(Buyer signature)	
(Date)			(Date)	
(Seller addre	ess & phone number)		(Buyer address & phone number	er)
(Witness nar	me)			
(Witness sigi	nature)			

Motor Vehicle Bill of Sale

(buyer copy)

		\$, the full receipt of which is acknowled) hereby sells and transfers to :	
	Year:	Make:	
	Color:	Model:	
	VIN:	Style:	
	Odometer reading:	Title #:	
The sale is	subject to the following conditions a	and representations:	
Seller ackne title transfe	owledges receipt of \$ day(s).	in down payment for the Vehicle, full payment	: from the Buyer and
	s the Buyer days to have the nspection is unsatisfactory to the Bu	Vehicle inspected by an independent mechanic, and iyer.	agrees to cancel the
If the sale advertising.		tain \$ of the down payment to cover c	osts and effort in re-
reflects the		wledge that the odometer reading listed in the Vehicle's odometer was not altered, set back, or discoledge of anyone doing so.	
property, a		and marketable title to said property, full authority to all liens, encumbrances, liabilities, and adverse claims	
	ehicle being sold is in good operatin	s in and to the Vehicle, and believes to the best of the grand condition. Said Vehicle is otherwise sold in "as is"	
(Seller sign	ature)	(Buyer signature)	
(•	(1,1 1 3 1 1 1 1	
(Date)		(Date)	
(Seller addı	ress & phone number)	(Buyer address & phone n	umber)
(Witness na	ame)		
(Witness sig	gnature)		