

Used equipment inspection questions

Use this checklist for the actual service, product, site and jurisdiction. Leave missing evidence unresolved until the responsible person confirms it. Record the decision and its source before proceeding.

Business job date and responsible person

- ☐ Record exact model, serial number, configuration, year and seller.
- ☐ Obtain the matching operator manual and service and ownership history.
- ☐ Inspect guards, wear items, hoses, tanks, frame, tires and electrical or fuel systems as applicable.
- ☐ Use a qualified inspection for concealed wear or repairs outside your ability.
- ☐ Confirm parts availability, compatible products and safe payload or towing requirements.
- ☐ Arrange a safe demonstration under the seller and manufacturer procedures.
- ☐ Obtain written repair estimates, warranty terms and any exclusions.
- ☐ Compare the complete delivered and repaired cost with an equivalent alternative.

Unresolved items evidence and next action

Decision owner and follow up date

Sources and record notes

Author NPMCA. Worksheet version 1.0; guide record as of 2026-10-11. Technical limits and prices must come from the exact current product instructions, official rule or dated written quote.

SBA startup costs: <https://www.sba.gov/business-guide/plan-your-business/calculate-your-startup-costs>

Guide: <https://www.npmca.org/start/equipment-startup-budget>