



1 Dealer and Vehicle Information	1							
Dealer Name					Dealer Numb	er		
Model			Year	1	Color Mileage			
VIN					Inspection D	ate		
						-		
Audi Certified pre-owned Technician Name - Print					Tech Code Repair Order Number			
Important: The following information must be completed to Caution: Audi of America reserves the right to deny Audi					for the Audi Certified pre-owned program. n. Do not offer an Audi Certified pre-owned vehicle for retail sale	until the		
Vehicle Certification Administration System (VCAS) upda	tes sho	ow "Apı	oroved-S	ale pend	ng" status.			
1.1 Audi Achtungs (Stops!) If any of the following answers are NO, the vehicle cannot b in the Audi Certified pre-owned program. Yes No Has the vehicle passed the CARFAN Vehicle History R			nileage be	een verified	as actual?			
(See CPO Manual for ineligible data flags) Has the vehicle been in operation at least 4 months or								
Is the vehicle 5 model years old or newer with no mor	e than	60,000	miles?					
body, electrical, or engine performance modifications						Rear		
Dealer installed OEM accessories are acceptable) Is it certain the vehicle does not have an extensive or un								
Do all VINs match with labels and plates intact? (frame/windshield/B-pillar-FMVSS sticker; no alterations) Is the unit's history free from any Manufacturer buyback (lemon law) or cash settlement events? *A TDI vehicle that was repurchased pursuant to a TDI Consumer Settlement Program is not considered a								
manufacturer buyback due to mechanical failure and s 1.2 Pre-work	state Le	emon L	aw (see A	Audicpo.co	Left Side			
Performed in service bay. Attach exhaust hose and start veh $\frac{\text{Yes}}{\text{No}}$	icle en	gine fo	r power.					
Does the paperwork match the VIN and vehicle? Is the model year of the vehicle confirmed?								
Maintenance record booklet is present Warranty booklet/owner's manual is present								
Are all services up to date and reflected in the main								
maintenance being performed during the CPO inspection of all services performed to date.)								
Run diagnostic test with appropriate VAS tester on Run battery load test with appropriate tester. Repla)		
Print all diagnostic results and place copy in vehicle			,			}		
1.3 Determination Yes No In your opinion is this vehicle a good candidate to b		C4:E	- 43					
If 'No,' stop and notify Service Manager and Certifie	d pre-d	owned		r.	Тор			
If 'Yes,' continue with the Inspection and Certification 2 Interior of Vehicle	on Che	cklist.						
2.1 Front Interior					2.2 Left Front Interior			
Inspect and check the operation and/or	Meets	s Audi R	equireme	nts	Inspect and check the operation and/or	Meets Audi Requirements		
condition of the following items: All keys including both masters, valet and emergency as Factory	Yes	No	Repaired	N/A	condition of the following items:	Yes No Repaired N/A		
equipped					Left front interior trim and door handle Left front visor/vanity mirror/light			
Warning lights & messages (ABS, airbag, O₂ sensor, etc.) Onboard computer (check OK MIL cycle)	Н	Н			Left front power window/lock Left front seat controls/power/memory function			
Hazard lights switch Dash/console switches					Left front seat heater and ventilator Left front controls/vents			
Driver's side airbags	Ħ	Ħ	Ħ	Ħ	Left front carpet, floor mat, and foot-well (Mat securely fastens to retainers, free from damage, and curling. Only			
Speakers Dash lights/dimmer					OEM mats are acceptable.) Left front safety belt/height adjuster			
Cup holders Steering wheel/lock/key/tilt/telescope	\mathbb{R}			- $=$ $=$ $=$	Left front seat cushion and cover Driver seat headrest, headrest release and headliner			
Horn (all areas of pad) Left/right exterior mirror control and heater	Ħ	H		Ä	Left front door light/reflector Left front headliner assist handle			
Rearview mirror/compass (Compass set to local zone?)					2.3 Left Rear Interior			
Dome and front courtesy lights Hood release handle					Left rear interior trim and door handle Left rear power window			
Trunk/tailgate release Fuel door release	R				Left rear seat heater and ventilator Left rear carpet, floor mat, and foot-well (Mat securely			
Accessory power socket, lighter, and ashtray	Ħ	Ħ	Ħ	Ħ	fastens to retainers, free from damage, and curling. Only OEM mats are acceptable.)			
Sound system functionality - Radio/CD/DVD/SAT/AMI/Jukebox Clock					Left rear safety belt Left rear seat cushion and cover			
Windshield wiper controls Defogger/defroster	Н	H		-H	Left rear headrest, headrest release, and headliner Left rear door lights/reflector			
HVAC/blower/climate controls/vents Gear shift handle/indicator	Ħ	Ä	Ħ	Ä	Left rear window sunshade Left rear airbag			
Parking brake					Left rear anbag Left rear headliner assist handle Rear armrest/ski sack			
Foot pedals/operation and covers Warning chimes and bells/alarm/theft deterrent	\vdash				Rear controls/vents			
Test Bluetooth functionality with approved phone Check MMI and Audi Connect system for proper functionality.	H	R			Rear ashtray in center Rear window sunshade First Aid kit in center armrest (if equipped)			

2 Interior of Vehicle Continued									
2.4 Right Rear Interior					2.5 Right Front Interior				
Inspect and check the operation and/or	Meets	Audi Reau	uirements	:	Inspect and check the operation and/or	Meets A	Audi R	equirements	
condition of the following items:	Yes		Repaired	N/A	condition of the following items:	Yes	No	Repaired	N/A
Right rear interior trim and door handle					Right front interior trim and door handle				
Right rear power window					Right front vanity mirror/light				
Right rear seat heater and ventilator	$ \square$	Н	Щ		Right front power window/door lock				
Right rear carpet, floor mat, and foot-well (Mat securely fastens to retainers, free from	Ш	Ш	Ш	Ш	Right front seat controls/power		Ш		Ļ
damage, and curling. Only OEM mats					Right front controls/vents	-	Н	-H	-
are acceptable.)					Right front seat heater and ventilator Right front dash	H	H		H
Right rear safety belt					Right front airbags	Н	H		-
Right rear seat cushion and cover					Glove box, lock, and light				
Right rear headrest, headrest release, and headliner	$-$ H $^{-}$	-	Н	$-\Box$	Right front carpet, floor mat, and foot-well				
Right rear door lights/reflector Right rear window sunshade		-H	-H	H	(Mat securely fastens to retainers, free from				
Right rear airbag	H	Н	Н	H	damage, and curling. Only OEM mats are acceptable.)				
Right rear headliner assist handle				П	Right front safety belt/height adjuster				
_					Right front seat cover and cushion	П	П	П	Т
					Right front headrest, headrest release, and headliner				
					Right front door lights/reflector				
					Right front headliner assist handle				
3 Exterior of Vehicle									
3.1 Front Exterior					3.4 Rear Exterior				
Inspect and check the operation and/or	Meets	Audi Pec	uirements	i	Inspect and check the operation and/or	Meetr /	ludi P	equirements	
condition of the following items:	Yes		Repaired	N/A	condition of the following items:	Yes	No	Repaired	N/A
Front bumper					Rear end and tailgate paint				
License plate bracket and filler panel (as applicable by state					Rear Audi emblem and tailgate trim		ď		
law)					Rear window glass				
Park sensors (if equipped)	Ц	Ц	Щ	Ц	Rear window defrost element		Ц		Ļ
Front headlight lens		H_{-}	H_{-}	H	Rear camera (if equipped) Tailgate hinges, struts, and alignment		H		4
Headlamps high/low beam Marker lights and turn signals	H	H	H		Trunk seal		H		F
Parking and hazard lights		Н	Н	H	Trunk/luggage compartment light	H	H	-H	-
Fog lights (if equipped)	П	П	П	П	Compartment covers, hold-down latches, and net	П	П		Ė
Headlamp washer spray heads and covers					Roadside kit present (if equipped)		П		
Audi emblem					Removable cargo cover				
Grille condition					Park sensors (if equipped)				
Lower right fascia grille	-H	-H	- H		Rear parking, reverse, fog, hazard, and tail lights		Н	-H	┡
Front tow eye cover Lower center grille	-H	-H	H	H	Rear marker lamps and turn signals Rear brake lights		Н		F
Lower left fascia grille	-H	H	H	H	High-center third brake light	H	H	-H	-
Front hood condition and paint condition	Н	Н	Н	Н	Rear bumper		П		
Front end alignment of panels (gaps)	П	П	П	П	Rear exterior trunk release	П	П	П	
Windshield glass (Ensure proper fit					License plate bracket and light				
and functionality of all vehicle features.)	-	-Н	-H	\perp	Rear window wiper				
Windshield wipers Windshield wiper arms	-H	H	H	H	Rear window wiper arm Rear window washer/spray head		Н		Ļ
Windshield washer spray heads		H	H	H	Boot cover (Cabriolet/Roadster)	-H	Н	-H	F
Hood release latch operation	H	H	H	H	Boot cover (cabriotes/Roadster)				
Hood struts					3.5 Right Rear Exterior				
Audi Advanced Key					Right rear quarter panel alignment and paint				
3.2 Left Front Exterior					Right rear panel trim pieces and moldings				
Remote entry					Fuel door, rubber stops, and fuel cap		Н		Ļ
Left front fender alignment and paint					Right rear back window glass Right rear quarter window glass	-H	Н	_ H_	F
Left front side turn indicator light		Щ	Щ		Right C-pillar	H	H	-H	-
Left A-pillar	-H	-	- H		Right rear side rocker panel and trim		H		F
VIN plate Left front side mirror housing and glass	-H	Н	Н	H	Right rear door window trim and moldings	Ħ	П	П	Т
Left front door panel alignment and paint		Н	H	H	Right rear door window glass				
Left front body moldings	H	Н	Н	П	Right rear door paint and gap alignment				
Left front window glass					Right rear exterior door handle Right rear child lock		\mathbb{H}	-H	-
Left front window trim					Right rear sill plate	-H	Н		F
Driver exterior door handle		$ \square$	Щ		Right rear door hinge and alignment	H	H	-H	-
Driver door lock cylinder (auto up/down/lock)	-	-H		\perp			ш	ш	_
Left front door hinge and alignment Left front door seals	-H	-H	Н	H	3.6 Right Front Exterior				
Left front sill plate	H	H	- H	H	Right B-pillar				
Left front door side molding	H	Н	H	H	Right front door panel alignment and paint				
Left front side rocker panel and trim					Right front exterior door handle		Н		Ļ
Left B-pillar					Right front door lock Right front sill plate		Н		F
3.3 Left Rear Exterior					Right front door hinge and alignment	H	Н	-H	┢
Left rear door panel alignment and paint					Right front door seals	H	H		F
Left rear door side molding	H	H	H	H	Right front side rocker panel and trim	Н	Н	H	Т
Left rear body moldings	H	П		H	Right front window glass				
Left rear side rocker panel and trim					Right front window trim and moldings				
Left rear door window trim and moldings					Right side mirror housing and glass				
Left rear door window glass					Right A-pillar		Н		L
Left rear exterior door handle	Щ	Щ	Щ		Right front marker light Right front trim pieces and moldings	H	H		-
Left rear deep bings and alignment	H	H	H	H	Right front fender alignment and paint		H		F
Left rear door hinge and alignment Left rear door seals	H	H	H	H	J				
Left rear door seals Left rear sill plate		H	H	H	3.7 Top Exterior				
Left C-pillar	H	Н	П	П	Sunroof glass and seals (test for leaks)				
Left rear quarter window glass					Roof panel/luggage rack				
Left rear back window glass					Roof antenna/SIRIUS®/NAV housing				
Left rear back window defrost element					Convertible top (Cabriolet/Roadster)		\perp		L
Left rear body panel alignment and paint	1 1	1 1	1 1	1 1	Windscreen operation (Cabriolet/Roadster)				

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4 Engine Compartment			
4.1 Engine		4.2 Cooling System	
Inspect and check the operation condition of the following items:	Meets Audi Requirements	Inspect and check the operation condition of the following items:	Meets Audi Requirements Yes No Repaired N/A
Under hood insulation	Yes No Repaired N/A	Engine coolant reservoir cap	
Engine compartment labels – EGR/PCV		Engine coolant level Cooling system pressure test (Check for leaks)	
Tire pressure and recommended fuel label		Radiator hoses upper/lower & heater hoses	
Covers – engine compartment/cowl cover/emblems Power steering, engine oil, and washer reservoir caps		Cooling fan	
Check for evidence of oil in the coolant reservoir.		Cooling fan motor Radiator cap	
Confirm no evidence of oil. Fuel injection system, fuel filter/lines		Radiator/thermostat	
Throttle linkages /"E-Gas" (or throttle by wire)		Upper core support, radiator housing	
Air filter - Check for oil (Replace if aftermarket or		Water pump/belts (noise/leaks) Test coolant for protection temperature	
excessively dirty) Dust and pollen filter (HEPA)		4.3 Transmission	
Accessory belt		Transmission system condition	
Timing belt/chain (per maintenance schedule)		Transmission fluid auto/manual (leakage check)	
Power steering pump/hoses Power steering fluid level	HHHH	4.4 Electrical System	
Windshield washer fluid level		Battery condition – location varies by model Alternator charging (warning light)	
Check all hoses for air and fluid leaks		Inspect all harnesses for abnormal wear and tear	
Check oil on dipstick for level and condition Engine mounts (top area)	HHHH	4.5 Brake System	
All engine and transmission seals and gaskets		Brake fluid reservoir cap	
A/C compressor/lines/condensor		Brake fluid level / condition	
515 17 .		Brake master cylinder and booster	
5 Road Test			
5.1 Engine, Drivetrain and Operation		5.1 Engine, Drivetrain and Operation C	
Inspect and check the operation condition	Meets Audi Requirements	Inspect and check the operation condition of the following items:	Meets Audi Requirements Yes No Repaired N/A
of the following items:	Yes No Repaired N/A	Brakes (operation/noise/pulling/pulsating)	
Starter operation/starting (cold/hot) Fuel pump operation		ABS function	
Engine performance idle/noise/vibrations	H H H	Steering/tracking/pulling/play in the wheel	
Smooth acceleration/deceleration		Suspension noise/performance Vehicle ride, vibration, and overall driveability	
Transmission and shift points		Speedometer, odometer, and trip function	
Transmission/transaxle noise (cold/hot) Shift interlock	H	Navigation system functionality	
Clutch operation	HHHH	Ride, wind, door noise, rattles, etc.	
Exhaust - Confirm no evidence of excessive noise or odor.		Test all Driver Assist features including, but not limited to ACC, Side Assist, LDW, Head up Display, Camera, and Park Assist.	
6 Under the Vehicle			
o Officer the vehicle			
6.1 Undercarriage		6.4 Tires and Wheels	
Inspect and check the operation condition	Meets Audi Requirements	Inspect and check the operation condition of the following items:	Meets Audi Requirements Yes No Repaired N/A
of the following items:	Yes No Repaired N/A	Wheels: Approved size*/match/finish/free of damage	
Bumper flanges and brackets Frame spot welds/seams - Confirm no evidence of stress or		Tires: Approved size & spec.**/matching brand (4)/free of damage	
cracks indicating accident or frame damage.		Record: Tread depth (5/32 or better)/pressure/size,	
Sheet metal - Confirm no evidence of deformities indicating		speed & load rating/DOT # *Only OEM Audi Wheels are approved.	
accident or frame damage.		**Tires must be OEM, Premium, or CPO Spec Tires. Presently f	itted tires with exception of CPO
Water damage - Confirm no evidence of water damage.		Spec "Y" rated tires, including spare must be replaced if they	do not match the vehicle's tire
Front sub-frames - Confirm no evidence of stress or cracks indicating accident or frame damage.		placard specifications or have less than 5/32 remaining tread	
Front side aprons - Confirm no evidence of stress or cracks		***All spare tires, full size, compact, or inflatable must be c Vehicles without spare; indicate Sealant Kit or Mobility Syst	
indicating damage or accident.		Inner Middle Outer	• •
Center support bearing (quattro® driveshaft)		32nd 32nd 32nd Pressure Size Spi	eed DOT#
Brake lines Bottom of front and rear bumpers (visual damage)		LF LR	
Lower splash shield	H H H	RF RF	
Lower engine mounts		RR	
Lower radiator hoses		Spare	
Suspension arms and CV joints		6 F Brokes	Meets Audi Requirements
Sway bars/links/bushings	H	6.5 Brakes	Yes No Repaired N/A
Struts, shocks, and springs Control arms and steering rack	+ + + +	Parking brake cable and connection tension Brake calipers and hoses	
		Record: Brake pad and rotor requirements (Pad thickness	
6.2 Exhaust System		must be at least 50% of new. Pad and rotor thicknesses	
Hangers and clamps	HHHH	are in service manual on 'ElsaWeb') Check Electric Parking Brake (EPB) for proper operation	
Exhaust pipes, catalytic converter, and heat shield Check for leaks		Front left mm Rear left mm	Rear right mm Front right mm
6.3 Engine/Transmission/Differentials/Tra	nnsaxle	Pad thickness (50% Min)	
Rear axle fluid level		Rotor thickness (ElsaWeb)	
Engine/Transmission/Differentials/Transaxle seals/gaskets		665 15	Meets Audi Requirements
Transmission lines		6.6 Fuel Tank and Lines	Yes No Repaired N/A
Axle housing/final drive		Fuel tank and holding straps	
Transmission/mounts/control linkages		Fuel line	
Differential/Torsen®/quattro®		Fuel filter (if not lifetime filter)	
Inspect transmission fluid level and condition			
7 Signatures (Required)		8 Customer Acknowledgement	(Required) Initial
It is the responsibility of the inspecting dealer that this Inspec	tion and Certification Checklis	- ALL TDI CPO VEHICLES: This vehicle has a TDI diesel engine and is sul	
be completed in accordance with the Audi Certified pre- undersigned certifies that the inspection and reconditioning p	reformed on this vehicle meet	as a result of a determination by the Environmental Protection A Resources Board that some TDI vehicles do not comply with applicable	
undersigned certifies that the inspection and reconditioning p all required criteria prescribed by the Audi Certified pre-own "Repaired" have been thoroughly inspected and repaired by a genuine Audi approved parts. The undersigned Audi Certified	ed program. All items checked registered Audi technician wit	vehicle has undergone an Approved Emissions Modification (AEM) appr	oved by the EPA and CARB,
genuine Audi approved parts. The undersigned Audi Certified	Technician also confirms tha	and it comes with an Extended Emissions Warranty. I have been prov required written disclosures about the AEM and Extended Emissions Wa	
all Diagnostic Trouble Codes are remedied and cleared, all ope services are performed, and that the maintenance booklet is u	n service campaigns and recal p to date.	- MY15 2.0L TDI VEHICLES ONLY: This vehicle is a MY15 2.0L TD	I diesel, and I have been
		informed of, and provided written disclosures regarding, a future se performed in order to complete the AEM for the vehicle.	
		I have received a copy of the Audi 300+pt. Inspection and Certifica	ation Checklist and understand that
Audi Certified Technician Signature	Date	this is an Audi Certified pre-owned vehicle and have been informed	of the terms and conditions of this
		program; including but not limited to the comprehensive lin deductible per visit, 24/7 Roadside Assistance Program, and inspec	nited warranty coverage and \$85
Audi Certified pre-owned Manager Signature	Date	*See Audi CPO Limited Warranty and 24/7 Roadside Assistance Boo	
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Audi Service Manager Signature	Date	Signature	Date