

MAINTENANCE FILE

<u>Date Received</u>	<u>Item</u>	<u>49 CFR Reference</u>	<u>Expires</u>
	Maintenance File for each controlled for 30 days or more	396.3(b)	1 year and 6 months after vehicle leaves company
	Must contain:		
	1. Identification of the vehicle to include:		
	a. Company number if so marked		
	b. Make		
	c. Serial number (VIN)		
	d. Year		
	e. Tire size		
	f. Leased vehicles-identify the owner/provider		
	2. Schedule of maintenance (Written Maintenance Plan)	396.3(b)(2)	
	3. Record of Inspection, Repairs and Maintenance (indicating their date and nature of repair/inspection)	396.3(b)(3)	
	4. Copy of all roadside inspections	396.9(d)(3)	12 months from date of inspection
	5. Daily Vehicle Inspection Reports (DVIR) (certificate of repairs and certification of driver's review)	396.11(c)(3)	3 Months
	6. Documentation of periodic inspection (report or other document such as a sticker or decal)	396.21(b)(2)	Continuously
	7. Evidence of individual's qualification to conduct annual inspections.	396.23(a) 396.19(b)	1 year after stops
	8. Periodic inspection report (annual inspection) (original or copy)	396.21(b)	14 months
	9. Evidence of a brake inspector's qualifications	396.25(e)	1 year after stops