PTW INSPECTION FORM

CASE NUMBER: _____

General

Make and Model

Make		
Model		
Variant		
Colour		
Year of manufacture		
PTW - condition of vehicle		2 = Excellent; 3 = Good; 4 = Fair; 5 = Poor
Motorcycle type		2 = Standard street 3 = Road race replica 4 = Tourer 5 = Cruiser 6 = Chop or semi chop 7 = Commuter 8 = Multi purpose 9 = Off road 10 = Moped with pedals 11 = Moped without pedals 12 = Scooter 13 = Other, comment
Motorcycle side car		2 = None; 3 = Offside; 4 = Nearside
Side car damaged in crash		0 = No; 1 = Yes
PTW - position of load carried on motorcycle		2 = Front panniers or saddle bags offside/nearside/both sides 3 = Handle bar bags 4 = Front basket 5 = Crossbar 6 = Tank or seat in front of rider (strapped directly) 7 = In tank bag; 8 = Held by rider or in riders arm 9 = Between legs 10 = Strapped to rear carrier/in topbox mounted on carrier 11 = Rear panniers or saddle bag offside/nearside/both sides 12 = In riders backpack 13 = By pillion
Motorcycle odometer reading		(km)
Motor displacement		(CC)

When applicable, use below proposed codes.

—= Not applicable (7777) OT= Other (8888) U= Unknown (9999)

Mechanical Parts		
Anti-dive suspension system fitted		2 = Not fitted; 3 = Fitted
Drive train status		2 = Good condition; 3 = Worn; 4 = Failed
Drive train type		2 = Chain; 3 = Shaft; 4 = Belt
Front sprocket condition		2 = Good Condition 3 = Average 4 = Worn 5 = Badly Worn
Rear sprocket condition		
Chain condition		
Chain travel		(cm)
Throttle cables		2 = Free (throttle works correctly) 3 = Cables crushed; 4 = Cables separated; 5 = Bent
Throttle condition		2 = Correct; 3 = Sticking; 4 = Stuck closed; 5 = Stuck half way; 6 = Stuck fully open
Steering stem adjustment		2 = Correct; 3 = Tight; 4 = Loose
Steering damper fitted		2 = None 3 = Original equipment rubber bushing 4 = After-market fitment
Handlebars		*See below
Handlebars damaged in crash		0 = No; 1 = Yes
Clutch lever		2 = Present, operational; 3 = Present, not operational; 4 = Not present; 5 = Not fully assessed

***Handlebars**

2 = Present, original equipment, operational, in use at time of accident
3 = Present, original equipment, operational, not in use at time of accident
4 = Present, original equipment, not operational
5 = Present, after market fitment, operational, in use at time of accident
6 = Present, after market fitment, operational, not in use at time of accident
7 = Present, after market fitment, not operational
8 = Not present
9 = Not fully assessed

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Other		
Windscreen		2 = Present, original equipment 3 = Present, after market fitment 4 = Not Present 5 = Not Fully Assessed
Windscreen damaged in crash		0 = No; 1 = Yes
PTW - Headlights		*See Note 1 below
Automatic Headlights On (AHO) equipped		
Daytime Running Lights (DRL) equipped		
Adaptive headlight fitted		0 = No; 1 = Yes
Front indicators		*See Note 1 on the bottom of the next page
PTW - rear position light		
Rear indicators		
Left mirror		2 = Present, original equipment 3 = Present, after market fitment 4 = Not Present 5 = Not Fully Assessed
Left mirror operational		0 = No; 1 = Yes
Left mirror damaged in crash		
Right mirror		2 = Present, original equipment 3 = Present, after market fitment 4 = Not Present 5 = Not Fully Assessed
Right mirror operational		0 = No; 1 = Yes
Right mirror damaged in crash		
Seat		*See Note 1 on the bottom of the next page
Motor power enhancement		2 = Present, original equipment 3 = Present, after market fitment 4 = Not Present 5 = Not Fully Assessed
Highway footrests		*See Note 1 on the bottom of the next page
Side stand		
Side stand interlock		
Centre stand		
PTW - trailer present		0 = No; 1 = Yes
Auxiliary equipment in use by rider		2 = Navigation system; 3 = Telephone; 4 = Audio system; 5 = Hands free bluetooth; 6 = Navigation System and Hands free bluetooth; 7 = Navigation System and Audio System

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Other		
Hugger		2 = Fitted; 3 = Not fitted
Footpegs		2 = Original equipment; 3 = Aftermarket equipment
Was bike overloaded with luggage?		0 = No; 1 = Yes
Were luggage fittings secure?		
Cruise control fitted		*See Note 1 below
PTW - Maximum force contact point/area		Text
Mechanical problem - symptom		
Mechanical problem - source		
Tank damage		2 = None; 3 = Mild denting; 4 = Moderate denting; 5 = Severe denting
Was there a fuel tankor fuel line failure?		0 = No; 1 = Yes
Did a fire occur?		
Fairing damaged in crash		
Forks damaged in crash		
Fork mountings damaged in crash		
Swing arm damaged in crash		
Damper damaged in crash		
Frame damaged in crash		
Panniers or saddle bags damaged in crash		

*Note 1

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4 = Present, original equipment, not operational
5 = Present, after market fitment, operational, in use at time of accident
6 = Present, after market fitment, operational, not in use at time of accident
7 = Present, after market fitment, not operational
8 = Not present
9 = Not fully assessed

Wheel

Axles

Wheel:	Front	Rear	
Axle Security			2 = No free play; 3 = Axle loose

Wheels

Make [front wheel tyre]			
Make [rear wheel tyre]			
Wheel:	**Front**	**Rear**	
Tyre type			2 = Slick; 3 = Straight Ribbed; 4 = Raised Block; 5 = Off Road; 6 = All Weather; 7 = Racing Design
Size			[example: 110/70x17]
Pressure as found			Value in kg/cm^2
Condition			2 = Good; 3 = Worn tread; 4 = Sidewall damage
Tread depth			mm
Off rim			0 = No; 1 = Yes "if yes state when and text below"
Evidence of wheel braking			0 = No; 2 = Yes, before impact 3 = Yes, after impact 4 = Yes, before and after impact 5 = Yes, unknown when
Wheel damaged in crash			0 = No; 1 = Yes
Tyre damaged in crash			0 = No; 1 = Yes
Length of skid mark before impact wheel			m

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Safety Sytems

PPE

Personal Protective Equipment (PPE)

Reflective Clothing		0 = No; 2 = Yes, dedicated; PTW; 3 = Yes, other
Dedicated motorcycle upper body clothing		0 = No 2 = Yes, leather 3 = Yes, denim 4 = Yes, cordura 5 = Yes, kevlar
Dedicated motorcycle lower body clothing		
Dedicated motorcycle footwear		0 = No; 1 = Yes
Dedicated motorcycle gloves		
Did the riders clothing contain armour (PPE)?		
Was the PPE fitted correctly and worn in the correct place?		
Did the gloves have knuckle protectors?		
Did the trousers have built in shin protectors?		
Boots with shin protectors		
Rider wearing photochromic sunglasses		
Anti-fogging		

Other

Front crash bars		2 = Present, original equipment; 3 = Present, after market fitment; 4 = Not Present; 5 = Not fully assessed
Front crash bars damaged in crash		0 = No; 1 = Yes
Rear crash bars		2 = Present, original equipment; 3 = Present, after market fitment; 4 = Not Present; 5 = Not fully assessed
Rear crash bars damaged in crash		0 = No; 1 = Yes
Airbag equipped		2 = Airbag deployed; 3 = Airbag breakage
Airbag equipped clothing		0 = No; 1 = Yes
Back protector		
Chest protector		
Neck protector		
Strap on armour		

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Helmet and Visor		
Helmet examined		0 = No; 1 = Yes
Helmet used		
Helmet type		2 = Full Face Fixed; 3 = Full Face with Hinged Front; 4 = Open Face; 5 = Bicycle Helmet
Helmet make		Text
Helmet model		
Year of helmet manufacture		
Helmet owned by		2 = Wearer, from new; 3 = Wearer, not from new
Helmet CE approved		0 = No; 1 = Yes
Helmet size		2 = Extra Small; 3 = Small; 4 = Medium; 5 = Large; 6 = Extra Large
Helmet fit		0 = No; 1 = Yes
Exterior damage to helmet		0 = No; 2 = Crack, split, not through fracture; 3 = Fracture through; 4 = Puncture; 5 = Freckles, pock marks; 6 = Abrasion; 7 = Delamination
Helmet chin strap damage		0 = No; 1 = Yes
Helmet sustained previous knocks		
Helmet stayed on		
Visor		2 = None; 3 = Fitted
Visor colour		2 = Transparent; 3 = Blue; 4 = Red; 5 = Yellow; 6 = Other
Tint		2 = None (clear); 3 = Light tint; 4 = Medium tint; 5 = Heavy tint; 6 = Graduated
Coating or decals		2 = Iridium coated; 3 = Removable internal film; 4 = Mirrored; 5 = Etching; 6 = Stickers
Visor condition		2 = Good clear; 3 = Lightly scratched; 4 = Heavily scratched
Visor marked for "day time use only"		0 = No; 1 = Yes

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Brake and handling system		
TCS/ESP equipped		2 = Present, original equipment, operational, in use at time of accident 3 = Present, original equipment, operational, not in use at time of accident 4 = Present, original equipment, not operational 5 = Present, after market fitment, operational, in use at time of accident 6 = Present, after market fitment, operational not in use at time of accident 7 = Present, after market fitment, not operational 8 = Not present; 9 = Not fully assessed
TPMS equipped		

Brake and suspension		
ABS fitted		0 = No; 2 = Both wheels; 3 = Front wheel only; 4 = Rear wheel only
ABS details		2 = Operational, in use at the time of accident 3 = Operational, not in use at the time of accident 4 = Not fully assessed
Brake lever		2 = Present, operational; 3 = Present, not operational; 4 = Not present; 5 = Not fully assessed
Rear brake pedal modified		0 = No; 1 = Yes
Brake pedal damaged in crash		
Brake light		2 = Present, original equipment, operational, in use at time of accident 3 = Present, original equipment, operational, not in use at time of accident 4 = Present, original equipment, not operational 5 = Present, after market fitment, operational, in use at time of accident 6 = Present, after market fitment, operational not in use at time of accident 7 = Present, after market fitment, not operational 8 = Not present 9 = Not fully assessed
Linked brakes		0 = No; 2 = Linked to Front Brake; 3 = Linked to Rear Brake; 4 = Linked to Both Brakes

Brake and Handling System of Wheels			
Wheel	**Front**	**Back**	
Brake			2 = Fitted and working; 3 = Fitted and not working; 4 = Fitted and unknown if working; 5 = Not Fitted
Were the brakes operational before the accident?			0 = No; 1 = Yes
Brake material condition			2 = Good Condition; 3 = Severe wear < 1mm friction material
Brake adjustment			2 = Proper; 3 = Severely Maladjusted
Brake mechanism			2 = Drum; 3 = Disc
Brake mechanism actuation			2 = Cable; 3 = Hydraulic
Suspension			2 = Original equipment; 3 = Aftermarket fitment
Suspension damaged in crash			0 = No; 1 = Yes

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