



2015

A3 Cabriolet

Audi Pre-Delivery Inspection

Stock No.

Dealer Number

R.O. No.

VIN

Road test mileage out

Road test mileage in

Reminders

- ▶ All items must be completed prior to customer delivery by an Audi technician
- ▶ Audi recommends using an Audi approved battery charger to prevent excessive battery discharge during inspection
- ▶ Refer to the Special functions tab of ODIS Diagnosis using GFF for the PDI function tests
- ▶ For items marked with *, please refer to the PDI Technician Reference Document posted on ServiceNet for additional information

Open Campaigns/Updates

- ☐ Check Elsa for open campaigns and updates

Transport Mode Deactivation, DTC Check, Set Service Reminder

- ☐ Deactivate vehicle transport mode*
- ☐ Perform any open campaigns *
- ☐ Set service reminder*

Under the Hood Inspection

- ☐ Check all fluid levels and top off if necessary
- ☐ Check battery clamps for proper torque*
- ☐ Check engine oil level*
- ☐ Perform a battery test*

Exterior

- ☐ Check all key buttons and features*

Trunk Inspection

- ☐ Install wheel bolt cover removal tool from PDI kit into trunk lid toolkit*
- ☐ Set spare tire pressure *1.8T ONLY* (See separate "2015 Normal Load Condition Tire Pressure Table" posted on ServiceNet)
- ☐ Verify tool kit is installed securely in luggage compartment
- ☐ Verify trunk operation, including emergency release handle

Lighting and Windshield

- ☐ Install wiper blades

Lighting and Windshield (continued)

- ☐ Test exterior lighting functions
- ☐ Test front washers (and headlight washers if equipped)*

Interior

- ☐ Verify convertible top manual closing tools are present
- ☐ Verify operation of all seat belts and latches
- ☐ Verify operation of front Passenger Occupant Detection System
- ☐ Verify proper operation of climate control*

Switches / Outlets and Windows

- ☐ Check horn operation
- ☐ Check operation of window, lock, and seat controls*
- ☐ Inspect mirrors for proper operation*
- ☐ Inspect operation of all power outlets*
- ☐ Verify operation of all interior lights
- ☐ Verify windows can be operated with the key*

Audi connect (USA ONLY) (if equipped)

- ☐ Check Wi-Fi hotspot functionality*
- ☐ Connect the dealer demo SIM card to verify system connects to mobile network*
- ☐ Enable Google Earth (if equipped)*
- ☐ Turn on the wireless network*
- ☐ Verify Audi connect Information Packet is present*

Media / Radio / SAT

- ☐ Insert SD card and test function of all slots



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Media / Radio / SAT (continued)

- ☐ Program the presets to local stations
- ☐ Verify HD Radio is turned "off"*
- ☐ Verify operation of AMI or aux. input (if equipped)
- ☐ Verify operation of CD/DVD player (if equipped)

Settings

- ☐ Load Onboard Video Tutorials*
- ☐ Set "Music volume while parking" to 6 lines*
- ☐ Set dealership location in navigation (if equipped)*
- ☐ Set Time source setting to "GPS" and set Auto daylight savings time to "on."*
- ☐ Verify and set language and Measurement Units*

On-Hoist Inspection

- ☐ Check steering, boots, brake system, hoses, tires and wheels for damage
- ☐ Check underside of vehicle for fluid leaks and loose components
- ☐ Inspect wheel bolts for proper torque*
- ☐ Install wheel bolt covers and center caps as supplied*
- ☐ Remove transport suspension blocks (follow ELSA instruction)
- ☐ Set and store tire pressures for either sold vehicle OR stock inventory vehicle (See separate "2015 Normal Load Condition Tire Pressure Table" posted on ServiceNet)*

Convertible Functionality (if equipped)

- ☐ Test operation of folding power top*

Driver Assistance

- ☐ Activate NAV and follow directions back to dealership (if equipped)
- ☐ Verify Audi active lane assist functionality (if equipped)
- ☐ Verify Audi side assist functionality (if equipped)
- ☐ Verify cruise control/ACC functionality (if equipped)
- ☐ Verify operation of Audi parking system (if equipped)*

Driving Performance

- ☐ Calibrate rear view mirror*
- ☐ Check for squeaks, rattles and wind noise
- ☐ Check steering/tire alignment
- ☐ Test drive vehicle applying brakes several times*
- ☐ Verify engine performance and acceleration*
- ☐ Verify hold and release of parking brake
- ☐ Verify quality of radio reception in AM/FM/SiriusXM bands
- ☐ Verify transmission operation, including shift paddles (if equipped)

Post-Road Test Inspection

- ☐ Apply Inventory Maintenance Sticker
- ☐ Ensure the yellow tire pressure tag is installed on the steering wheel
- ☐ Install showroom charger to ensure battery remains charged at all times
- ☐ Interrogate fault memory and print Diagnostic Log
- ☐ Record final mileage and sign checklist

Technician

I certify that all operations have been completed and this vehicle has been prepared in accordance with Audi Procedures and Quality Standards, and has met the standards for Perfect Delivery.

Technician Signature

Last 8 of VIN

Completion Date