



2016

## 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

#### Vehicle Preparation

- Check Elsa for open campaigns and updates
- Deactivate vehicle transport mode\*
- Set adaption channel to enable CD Ripping (if equipped with NAV)\*
- Set service reminder\*
- Perform any open campaigns \*

#### Under the Hood Inspection

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

#### Exterior

- Check all key buttons and features\*

#### Lighting and Windshield

- Test exterior lighting functions
- Install wiper blades
- Test front washers (and headlight washers if equipped)\*

#### Trunk Inspection

- Verify trunk lid is operational
- Verify operation of emergency release handle
- Install wheel bolt cover removal tool from PDI kit into trunk tool kit\*
- Verify tool kit is installed securely in luggage compartment
- Set spare tire pressure \*1.8T ONLY\*

#### Interior

- Verify operation of all seat belts and latches
- Check operation of window, lock, and seat controls\*
- Verify windows can be operated with the key\*
- Inspect mirrors for proper operation\*
- Check rear view mirror operation\*
- Verify operation of all interior lights
- Verify operation heated seats (if equipped)
- Verify proper operation of climate control\*
- Inspect operation of all power outlets\*
- Verify operation of front Passenger Occupant Detection System

#### Settings

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

#### Media / Radio / SAT

- Verify operation of AMI or aux. input (if equipped)
- Verify operation of CD/DVD player (if equipped)
- Insert SD card and test function of all slots
- Program the presets to local stations
- Verify HD Radio is turned "off"\*





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#### Audi connect (USA ONLY) (if equipped)

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

#### On-Hoist Inspection

- Remove transport suspension blocks (follow ELSA instruction)
- 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\*
- Set and store tire pressures for either sold vehicle OR stock inventory vehicle\*

#### Driving Performance

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

#### Driver Assistance

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

#### Convertible Functionality (if equipped)

- Test operation of power folding top\*
- Verify convertible top manual closing tools are present

#### Post-Road Test Inspection

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

#### 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