



2017

A4 Sedan

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
- ▶ ALL PDI function tests must be run in Guided Fault Finding (GFF) only. Do NOT use Guided Functions for any PDI related test as these will not be uploaded to the Paperless Server. Refer to the Special functions tab of ODIS Diagnosis for using GFF for 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*
This step must be performed with the engine off, and ignition on
- ☐ 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 is operational
- ☐ Verify operation of emergency release handle
- ☐ Install wheel bolt cover removal tool from PDI kit into trunk tool kit*

Trunk Inspection (continued)

- ☐ Verify tool kit is installed securely in luggage compartment
- ☐ Verify inflatable repair kit and compressor are present
- ☐ Set spare tire pressure*

Interior

- ☐ Verify operation of all seat belts and latches
- ☐ Check operation of window, lock, and seat controls*
- ☐ Inspect mirrors for proper operation*
- ☐ Check rear view mirror operation*
- ☐ Verify operation of all interior lights
- ☐ Verify SOS button is green and Roadside assistance button LED will remain off (if equipped)
- ☐ Verify operation of heated seats (if equipped)
- ☐ Verify proper operation of climate control*
- ☐ Inspect operation of all power outlets*
- ☐ Check panoramic sunroof operation*
- ☐ Verify the glove compartment opens and closes properly
- ☐ Verify operation of front Passenger Occupant Detection System

Settings

- ☐ Verify operation of MMI touch pad (if equipped)
- ☐ Set Time to "Automatic setting" and "Automatic time zone"
- ☐ Verify and set language and Measurement Units*
- ☐ Verify Speech dialog system is operating*
- ☐ Set "Entertain. Fad." in Parking aid to Medium*
- ☐ Set dealership location in navigation (if equipped)*



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Settings (continued)

- ☐ Load Onboard Video Tutorials*
- ☐ Turn off Manual Speed Warning*

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"*

Audi connect (USA ONLY) (if equipped)

- ☐ Verify Audi connect Information Packet is present (if equipped)*
- ☐ Verify system connects to mobile network (if equipped)*
- ☐ Turn on the wireless network (if equipped)*
- ☐ Check Wi-Fi hotspot visibility. No data available at PDI (if equipped)*
- ☐ Enable Google Earth (if equipped)*

On-Hoist Inspection

- ☐ Perform a coolant reservoir cap pressure test*
- ☐ 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 electronic 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 all vehicle Head-up display functionality (if equipped)*
- ☐ Activate NAV and follow directions back to dealership (if equipped)
- ☐ Verify operation of parking system (if equipped)*

Post-Road Test Inspection

- ☐ Interrogate fault memory and print Diagnostic Log
- ☐ Select reset interval in the MIB Service and Checks menu if it is not displaying correct 10K and 20K intervals
- ☐ 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