



Electric Vehicle Buyer Guide: **Tesla Model 3 Checklist**

(A) Pre-pickup items

- Check all of paperwork for the correct name and address for all buyers.
- Confirm the actual vehicle's VIN matches all of your paperwork.
- Verify that the vehicle's body color, interior, options, and wheels match what you configured.
- Bring proof of down payment having been made if sent before, and the final payment, if required.
- Bring a printed insurance card if possible, if not, bring a digital copy.
- Call pickup location to confirm vehicle is on-site (no delay in shipping).
- Download the any associated vehicle manuApp.

(B) Exterior inspection

- Inspect body exterior paint for defects.
- Inspect under the car for signs of damage or scratches from test drives or transport.
- Check along all body panels for gaps or misalignment, especially the hatch gap, front trunk alignment and general fender gaps.
- Inspect wheel for damage or paint defects, confirm aerocovers (hubcaps) are in the vehicle, if equipped.
- Inspect all glass. It should look clear with no damage. If the vehicle is equipped with the double pane glass, check for distortion at different levels.
- Check for proper windshield trim installation.
- Check black triangle applique at side mirrors for proper fitment.
- Check for discoloration / rainbow hue of black surrounding trim.
- Test all doors to ensure they open and close easily.
- Test opening and closing of the hatch with auto-close button. Hatch should latch and seal automatically.
- Confirm the charge port can be opened from the outside with the vehicle unlocked.



- If equipped, check edges of the spoiler for any signs of separation from the body.
- If purchased, remove rear access panel to confirm tow package is installed.
- Check all exterior lights and cameras for condensation.
- Inspect all-weather seals around door gaps and windows for damage and fitment.
- Confirm that there are two key cards in a sleeve with the vehicle.
- Test unlocking and locking of vehicle by tapping Driver B-Pillar with the key cards.

(C) In the driver's seat

- Verify the vehicle is charged at 80%+ (if required for travel to home destination).
- Set driver profile and seat memory system.
- Check for any error messages on the display screen.
- Bring up the "Software" menu from the main screen. Confirm proper VIN and Spec.
- From the software screen, confirm there is not a pending software download.
- Navigate to the "Toybox" menu, bring up the sketchpad and let it sit for a minute or two. This is to confirm there are no phantom touches.
- Try navigating to a set location to confirm navigation is completely loaded.
- Test wireless phone charger. You may need to remove your phone case.
- Check each window operation for speed and any noises. Note that double pane glass will move slower than normal glass.
- Make sure heat and air conditioning work at full power. Be sure to move your uni-vents all around and follow the airflow to confirm proper function.
- Make sure heated seats / steering wheels are working.
- Test the sound system to ensure all speakers are working, especially the amp.
- Navigate the vehicle's menu to your steering wheel and mirror adjustments. Confirm that both are working and have full movement.
- Test vehicle's horn.
- Test the vehicle's exterior pedestrian speaker through the boombox application.
- Check windshield for distorted view. Try this from the drivers and passenger's seat.
- Test the windshield wipers.
- Test the rearview camera and both blind spot cameras.
- Test the turn signal cameras.
- Check side mirrors folding and positioning operation.
- Check sun-visor operation and mirror condition.



- Check the rearview mirror for clarity.
- Confirm the keycards start the vehicle.
- Check that you can open the glovebox from the touchscreen.
- Confirm that you can open and close the front trunk and hatch from screen.
- Test voice command.

(D) Interior inspection

- Inspect interior upholstery and all surfaces for damage or issues with build.
- Check the windshield and windows for cracks, chips or distortion.
- Check all seat belts for proper operation and condition.
- Check seats for noises and all directions of adjustment.
- Check that the rear seats fold-down properly and pull up normally.
- Make sure the passenger seat adjustment is properly attached and not broken.
- Check for any extreme scratching on the piano black center console.

(E) Connectivity inspection

- Test power in USB ports- there are 2 USB-C plugs under the wireless charger and 2 USB-C chargers on the rear of the center console on newer models.
- Check 12-volt DC receptacle has power.
- Test connectivity of wireless phone charger.
- Test music streaming & phone streaming work.
- Confirm that premium connectivity is activated.
- Pair your smartphone to your vehicle via Bluetooth.
- Confirm that you can connect to the local center's WiFi.
- Try navigating to websites using the vehicle's browser.
- Try connecting to Hulu, Spotify or Netflix.

(F) Lighting inspection

- Check vanity mirror lights and front lights.
- Check dome light.
- Check driver & passenger door puddle lights.



- Check all door lights.
- Check glovebox operation including light.
- Check trunk lights.
- Check headlights (low & high beam).
- Check front and rear turn signal lights.
- Check rear wing/quarter panel puddle light.
- Check brake lights.

(G) Inspect charging ability

- Check that the charge port door opens and latches correctly.
- Check charge port indicator light.
- Test charger on site.
- Test at level 2 and level 3 charger, if available.

(H) App setup and final items

- Sync the Tesla App to the vehicle.
- If more than one driver, add them to driver profile on the app and on the vehicle.
- Set the App as the Vehicle's key. Confirm all actions work accordingly.
- Verify any additional items that were specified as being included with purchase.

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