

RV CHECK-IN/CHECK-OUT FORM

Please document the condition of the RV at the start and end of your trip by completing this document in full, with signatures from the owner and renter. Additionally, photos must be taken during the pre-trip and post-trip walkthroughs. In the event that you wish to file a claim, please save the photos and form as these documents are required. Note: These forms can now be completed digitally on the Good Sam Travel app.

START OF RENTAL

Date: _____

Time: _____ ☐ AM ☐ PM

Odometer: _____

Generator Hours: _____

☐ ☐ ☐ ☐ ☐
E 1/4 1/2 3/4 F

Record fuel level at
time of rental.

Document any existing damage:

Exterior: _____

Interior: _____

Notes: _____

Owner's Signature: _____

Renter's Signature: _____

Date: _____

Date: _____

END OF RENTAL

Date: _____

Time: _____ ☐ AM ☐ PM

Odometer: _____

Generator Hours: _____

☐ ☐ ☐ ☐ ☐
E 1/4 1/2 3/4 F

Record fuel level at
time of rental.

Document any existing damage:

Exterior: _____

Interior: _____

Notes: _____

Owner's Signature: _____

Renter's Signature: _____

Date: _____

Date: _____

CONTACTS & IMPORTANT INFORMATION

Please use the following numbers in case of emergency (ordered by priority):

Owner's Cell Phone: _____

Good Sam RV Rentals Support & Roadside Assistance: 1-866-827-9601

Insurance Information: Crum & Forster Specialty Insurance Company
Policy Number: CPA-108472
7/1/25 - 7/1/26

Height of RV: _____ Length of RV: _____ Slide Out Depth: _____

If you identify unexpected issues and are unable to resolve them, report it to claims@rvrentals.com immediately.
Please note, any and all claims must be submitted within 48 hours of the end of the rental.

PRE-RENTAL CHECKLIST



Each RV Owner / Operator is responsible for the optimal function of their RV; this includes but is not limited to all safety equipment functioning properly on and within the unit.



TEST DRIVE

Take notice of any noises, vibrations, smells, or other indicators that the vehicle is not travel-ready. DO NOT allow a rental to occur if you suspect any type of problem with the RV.



LIGHTS & SIGNALS CHECK

- Headlights/High Beams
- Driving Lights
- Rear Driving Lights
- Front Turn Signals
- Rear Turn Signals
- Brake Lights



FLUIDS CHECK

- Wear
- Generator Oil
- Windshield Washer Fluid
- Radiator Fluid
- Brake Fluid
- Transmission Fluid



TIRE INSPECTION

- Oil
- Tread Depth
- Proper Inflation
- Bulges
- Cuts
- Spare/Jack



TOWING

If renting a towable, confirm the renter's tow vehicle is rated for proper towing.

BEFORE YOU BEGIN

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IDENTIFICATION

Confirm the renter's identification matches the booking request and that their license is not expired.

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DOCUMENTS

Verify a valid registration, up-to-date state inspection (if applicable), and all other documents are available and known to the renter.

WALKTHROUGH & INSPECTIONS

The owner and renter should each review the following checklist to ensure the RV is ready for rental. Allow enough time for a thorough walkthrough, detailed operating instructions, a test drive, and time to answer any questions before signing paperwork.

START OF RENTAL

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SYSTEMS/FEATURES/OPERATING INSTRUCTIONS

- Generator _____
- Propane System _____
- Water Hookup _____
- Water Heater _____
- Power Hookup _____
- Tanks/Dumping _____
- Climate Controls _____
- Refrigerator _____
- Other Appliances _____
- Control Panel _____
- Slide-Out _____
- Awning _____
- Jacks & Leveling _____
- Wheel Chocks _____
- Add-Ons _____
- Other _____

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TRAILER CHECK

- Lights _____
- Safety Chains _____
- Brake Controller _____
- Hitch _____

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MOTORHOME CHECK

- Lights _____
- Batteries _____
- Fuel Refill _____
- Other _____

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TEST DRIVE

Take notice of any noises, vibrations, smells, or other indicators that the vehicle is not travel-ready.
DO NOT allow a rental to occur if you suspect any type of problem with the RV.

END OF RENTAL

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