# **RV Departure Checklist: Trailers**

it includes steps necessary to prepare an RV for departure. Please use this checklist as a guide and customize to your specific trailer and your own needs. Review the Owner's Manual supplied with your RV to ensure that you complete all necessary steps for the safe operation of your RV. Many items on this list may be completed out of sequence. Some items may not apply to you or may not be necessary for every type of departure. This checklist was designed for full-featured trailers and it does not include specific steps for RV's such as folding trailers or truck campers.

### See Also

**RV DETAILS** 

RV DETAILS

Documentation

Weights

Estimates (lbs)

**Dimensions & Capacities** 

**RV Arrival & Setup** 

Arrival & Checking In

Check in

Locating RV Slot

Setting Up
Miscellaneous

**RV** Departure Checklist

Days Before Departure

Day of Departure

Departure

**RV Inspection Checklist 1** 

Items to Take to Inspection

OUTSIDE: Roof

**OUTSIDE: Underside** 

**OUTSIDE: Utilities** 

**OUTSIDE:** Propane

**OUTSIDE: Utilities** 

OUTSIDE: Propane

**OUTSIDE:** Travel Trailer Hook-ups

INSIDE: Kitchen

INSIDE: Bathroom

**INSIDE:** Fresh Water Systems

INSIDE: Waste Systems

**RV Inspection Checklist 1** 

**INSIDE: Heating & Cooling** 

**INSIDE:** Entertainment Electronics

INSIDE: Electrical

**RV Inspection Checklist 2** 

OUTSIDE: Wall INSIDE: General

Equipment

Basic Items to Store in the Trailer

**Tools** 

Personal Items

Clothes & Personal Items Checklist For

**RV** Camping

Kitchen & Bath

Kitchen

**Bathroom** 

RV Details			<u>Return</u>
RV Number		Inspected By:	
Year:		Owner:	
Make:		Address:	
Model:		City:	
RV Type:		Phone:	
VIN:		Cost \$:	
License Plate:			
Documentatio	on		<u>Return</u>
	Title		
	MSRP sheet		
	RV manuals		
	Appliance manuals		
	Maintenance records		
	Warranty documentation for all ma	jor components and	appliances
	Extended warranty documentation	·	•
Weights			Return
<b>RATINGS</b> from	n manuf. (lbs)	<b>ACTUAL WEIGHS</b>	
GVWR:		GVW:	
GAWR 1:		GAW 1:	
GAWR 2:		GAW 2:	
GAWR 3:		GAW 3:	
GCWR:		Left side:	
Tire rating:		Right side:	
Estimates (lbs			Return
<u> </u>	GVW - fluids already in GVW + all ta	anks full):	-
	onal cargo weight (items you will ad		
	t (avg. 150 lbs × # persons):	ĺ	
	(add above 3 items):		
	ue weight (lesser of [GVWR - Adj. (	GVW1 or rating):	
Payload of Veh		<u>,                                    </u>	
•	capacity (lesser of [GCWR - Adj. G\	/W] or rating):	
	ailer <b>behind</b> this vehicle.	<u> </u>	
O Conscition			Return
Canaditiaa	External length (FT):		Fresh water tank 1 (gal):
	Motor home wheelbase (FT):		Fresh water tank 2 (gal):
			, , , , , , , , , , , , , , , , , , ,
	Motor home wheelbase ratio (%):		Gray water tank 1 (gal):
	External width, body (FT):		Gray water tank 2 (gal):
	External width, total (FT):		Black water tank 1 (gal):
	Top clearance (ft & in):		Black water tank 2 (gal):
	Length when towing (ft):		Propane bottle size (LB):
	Engine fuel tanks (gal):		Number of propane bottles:
For liquid weigh	hts, see Liquid Weight Calculator.		

			Trip Information	
Title	:			
Date:				
Arri	val 8	& C	hecking In	
1			Park RV near entrance or office as indicated by signs, doing your best not to block other traffic	
Che	ck iı	n		
			Ask if discount is offered for RV club members such as the Good Sam Club, or Escapees	
1			(generally 10% to 15% discount on daily rates)	
2			Request a map of the park and directions on best way to drive to your slot	
3	_		Request directions to park facilities of interest, including entry codes, if any	
			Ask if Internet access is offered and details on how to use it (WiFi SID and password, data phone	
4			line location, etc. See Internet Access)	
			If arriving after office is closed, look for after-hours check in instructions posted near entrance or	
5			office	
Loc	atino	n R	V Slot	
1	$\rightarrow$	_	Find your slot on park map and determine entry and exit paths	
<del>- '</del>	+-		Walk or take alternate transportation to RV slot before driving RV into park (Strongly	
2	l,		recommended for large RV's to avoid potential tight spots. See article Hard Labor Creek State	
2	'	_	Park Earned Its Name.)	
			Before driving RV into park, determine if park roads can safely accommodate RV entry and exit	
3				
			(keep an eye on narrow roads, sharp corners, low trees, etc.)	
4			Before driving RV into park, determine if RV will fit into slot and if all slides can be deployed	
			(keep an eye on trees, fences, utility poles, picnic tables, etc.)	
5			Confirm that slot has expected facilities (electricity with correct amperage and plugs, water,	
		_	sewer, etc.)	
<u>6</u> 7			Test water faucet, especially in freezing weather	
			Plan RV approach path and angle, especially if this is a back in slot	
8			Driving In & Parking	
9			If slot has no sewer facilities, drive to dump station and empty waste tanks, if needed	
10			If slot has no water, drive to water source and fill fresh water tanks, if needed	
11	<u>_</u>  _		Perform a two-way radio check, if using a spotter	
12		_ \	Drive RV into slot and position as desired (be considerate to your neighbors by not crowding too	
			close to their space)	
13	3   F		Confirm that all necessary facilities are reachable from this position (electric, water, sewer, cable	
			TV, etc.)	
14	ιΙг		Walk around RV to confirm position allows deployment of slides and other RV features without	
			obstruction (consider slide positions as deployed, awnings, steps, decks, etc.)	
15	,   [		Check for high obstructions such as tree limbs (even small limbs almost touching RV can cause	
15			noise and damage slide covers in wind)	
16	.  -		If clearance cannot be accurately determined, temporarily deploy slides and other features to	
	<u>'                                     </u>		confirm clearance	
17	, [		If slides or other features were temporarily deployed to check clearance, move slides, etc. back	
''	'	_	in until RV is completely parked and level	
40	,	$\neg$	Determine if RV is level laterally (place level on floor inside RV or use level attached to outside of	
18	)   L		RV)	
19	) [		Chock trailer wheels	
20	) [		Place blocks under leveling jacks or tongue jack (to prevent sinking and marking paved surface)	

21		Lower leveling or tongue jacks until they support front weight of trailer
22		Remove safety chains (TT only)
23		Remove sway bars (TT only)
24		Disconnect RV umbilical cord from the tow vehicle
25		Disconnect RV breakaway switch cable from the tow vehicle
26		Unhitch RV from tow vehicle
Setting	g Up	
27		Turn on propane water heater, if needed
28		Turn on water pump, if no external water source is available
29		Confirm that refrigerator is turned on and running on AC
30		Turn on air conditioners or furnace and set thermostat
31		Remove items from RV which are kept outside (chairs, grills, etc.)
32		Remove all fasteners used to secure cabinet doors and other items
33		Unlock tabs on external range hood vent
34		Return all items to their normal locations
35		Raise roof-mounted TV antenna
36		Lock all external RV panels
Miscel	llane	eous
1		Record tow vehicle's ending miles:
2		Record towing miles in trailer log book (ending miles minus starting miles)

	Trip Information				
Titl	e:	0			
Da	te:	January 0, 1900			
Day	ys E	Before Departure			
1		Print the Departure Checklist			
2		Print the RV Arrival & Setup Checklist			
3		Confirm reservations at destination			
4		Change postal mail forwarding instructions (hold or start sending to new location)			
5		Pay RV bills for current location (ask about deposit refund)			
6		Prepare maps and directions			
7		Wash laundry (if facilities will not be available during trip)			
8		Buy groceries and supplies for trip			
9		Check propane bottle levels, fill if needed			
10					
11					
12		Check two-way radio batteries (for communicating with spotter)			
13		Check flashlight battery			
14		Check tow vehicle fluid levels (oil, transmission, brake, coolant, power steering)			
15		Inspect hitch to make sure it is attached securely to tow vehicle (nuts, bolts, welding, etc.)			
16		Close gray tank valves to collect water for flushing sewer hose after dumping black tank			
17		Fill fresh water tank to desired level (keep in mind water weight)			
Day	y of	Departure			
1		Check tow vehicle tire pressure			
2		Check RV tire pressure			
3		Check RV wheel lug nut torque			
4		Fuel up the tow vehicle			
5		Clean tow vehicle windows and mirrors			
4		Pick up postal mail			
5		Arrange breakable items in fridge to prevent breakage			
6					

Dei	oart	ture		
1		Lower roof-mounted TV antenna		
		Collect and store all items from outside the RV (chairs, mats, satellite dishes on tripods, grills,		
2	Ш	etc.)		
3		Secure items inside cabinets and storage compartments		
4	П	Secure items on kitchen sink and counter		
5	$\overline{\Box}$	Secure items on bathroom sink		
6	$\overline{\Box}$	Secure items in shower		
7	$\overline{\Box}$	Lay down and pad large items which may fall or shift (chairs, tables, cabinets, etc.)		
8	$\overline{\Box}$	Turn off air conditioning units		
		Confirm that all sliding trays are latched and secure (external storage compartment trays,		
9		propane bottle trays, battery trays)		
10	П	Empty black tanks (do this first so sewer hose gets flushed with contents of gray tanks)		
11	$\overline{\Box}$	Close black tank valves		
12		Empty gray tanks		
13	$\overline{\Box}$	Close gray tank valves		
14	H	Add treatment chemicals and a small amount of water to black tanks		
		If traveling with pets, make arrangements for their needs (put food, water, bed, leash, etc. into		
15		tow vehicle)		
16	П	Disconnect electricity, and store cable and adapters		
17		Disconnect sewer hose, and store hose and relating accessories		
18		Disconnect water hose, and store hose and relating accessories		
19	$\vdash$	Turn off all RV lights (to prevent unnecessary battery drain)		
	$\vdash$	Turn off water pump		
20	$\vdash$	Confirm that refrigerator is running on 12 volt DC or is turned off		
21		Turn off all other propane appliances (water heater, furnace)		
22	$\vdash$			
23	$\vdash$	Shut off all propane bottle valves  Discard all trash		
24	_			
25		Stowe all remaining external RV features such as hand rails, steps, decks, etc.		
26	$\pm$	Raise or remove all stabilizer jacks (leave front leveling jacks or tongue jacks down)		
27		Close front storage compartment door		
28	Щ	Hitch RV to tow vehicle		
29		Connect RV breakaway switch cable to the tow vehicle		
30	Щ	Connect RV umbilical cord to the tow vehicle		
31	Щ	Attach sway bars (TT only)		
32		Attach safety chains (TT only)		
33	Ш	Raise leveling or tongue jacks		
34	Ш	Collect and store leveling blocks from under jacks		
35	Ш	Remove wheel chocks		
36		Confirm that all is clear under the RV (all jacks are raised or removed)		
37		Confirm that all slides are moved in completely and check overall exterior of RV for protruding		
		items.		
38		If RV wheels are resting on leveling blocks, move RV off blocks, collect and store blocks		
39		Close all internal doors (bathroom, bedroom, living room)		
40		Lock all external RV doors and panels		
41		Check RV and tow vehicle lights (including signal and break lights)		

42	Check RV brakes (three methods: press tow vehicle brake pedal, engage RV brakes only by
42	using trailer brake controller inside tow vehicle, pull breakaway switch cable on RV)
43	Double check that trailer is hitched securely to tow vehicle. Confirm that all safety devices have
43	been correctly applied.
44	Perform a final walk around. Look under and around RV. Confirm all jacks are up and nothing is
44	protruding from sides or roof.
45	Check tow vehicle mirrors, and adjust if necessary (Attach mirrors)
46	Record tow vehicle's starting miles:
	If you are not certain how much your RV weighs, drive to a truck scale and confirm that all
47	weights are within tow vehicle and trailer ratings (see Understanding RV Weights and Truck
	Ratings for RV Towing)
48	Awing secured
49	Buckle safety restraints inside the TT.
50	Clean up after pets
51	Empty and stow trashcans/pickup trash
52	Ensure inside weight is evenly distributed

	Trip Information		
Title:		0	
Date:		January 0, 1900	
Iter	ns to	o Take to Inspection	
1		This inspection checklist	
2		RV Road Test: Motor Homes or RV Road Test: Trailers checklist	
3		Notebook and pen	
4		Fifty foot tape measure	
5		Calculator	
6		Flashlight with fresh batteries	
7		Tools	
8		Small mirror (for looking into hard-to-see areas)	
9		Tire pressure gauge with 100 psi range	
10		Tarp or creeper (for inspecting underside)	
11		Rubber soled shoes (for better traction while walking on roof)	
12		Work gloves	
13		Rags (for checking fluid levels, wiping hands)	
14		Wet towels (for cleaning hands)	
15		Engine coolant test strip	
OU	TSIE	DE: Roof	
1		Surface condition	
2		Corners and edges where walls attach	
3		Signs of leaks	
4		Seals and caulking	
5		Vents and vent hoods	
6		Skylights	
7		Slide covers (toppers)	
8		Air conditioners	
9		Antennas and satellite dishes	
OU	TSIE	DE: Underside	
1		Fluid leaks	
2		Frame condition, signs of damage or repair	
3		Welds	
4		Axles	
5		Suspension	
6		Electric brake wiring	
7		Plumbing	
8		Holding tanks (water, waste)	
9		Underside enclosure and insulation	
10		Spare tire	
11		Lug nut torque	
12		Wheel rims	
13		Brake function of each wheel	
14		Brake pads	

15		Brake rotor surface			
OU	OUTSIDE: Utilities				
1		Power cable and connectors			
2		RV batteries (house batteries)			
3		RV battery disconnect switch			
4		Fresh water hose and connectors			
5		Outside shower			
6		Fresh water tank fill valve			
7		Fresh water tank drain valve			
8		Winterizing connector and valve (antifreeze)			
9		Water heater tank drain valve			
10		Sewer hose and connectors			
11		Sewer hose storage tube or compartment			
12		Gray & Black tank dump valve			
13		Black tank pressure wash connector and valve			
14		Generator hours:			
15		Generator fluid levels			
16		Generator operation			
17		Generator noise level			
18		Generator exhaust location			
O	TSIC	DE: Propane			
1		Propane bottle condition			
2		Propane bottles and sliding tray secure			
3		Tanks have OPD valves (triangular shape)			
4		Connections, pipes, and hoses			
5		Level or empty indicators			
6		Automatic tank selector device			
7		Regulator output pressure			

OU	TSIL	DE: Travel Trailer Hook-ups
1		Umbilical cord and connector
2		Breakaway switch and cable
3		Hitch receiver (on or under rear bumper)
INS	IDE	: Kitchen
1		Countertops
2		Sink
3		Seals and caulking around sink
4		Stove top, burners, igniters
5		Stove hood exhaust fan and vent cover
6		Oven and pilot light
7		Microwave oven
8		Coffee maker
9		Refrigerator works on all power sources (A/C, propane)
10		Freezer
INS	IDE	: Bathroom
1		Toilet flushes
2		Signs of leaks around toilet base
3		Look into black tank through toilet for hardened solid waste
4		Sink and fixtures
5		Shower and tub walls
6		Shower fixtures
7		Shower door and latch
8		Shower skylight
9		Unscrew panels around and behind shower, inspect for leaks
INS	IDE	: Fresh Water Systems
1		Faucets work
2		Water heater works on A/C and propane
3		Water pump works
4		Water pump shuts off automatically soon after all faucets are closed
5		Water pump does <u>not</u> turn on occasionally when all faucets are closed <u>and</u> ice maker is turned off
3		(if yes, then there may be a leak)
6		Water pump on/off switch
7		Fresh water tank level indicator
INS	IDE	: Waste Systems
1		Gray tank level indicator
2		Black tank level indicator
3		Sink and shower drains work
		No foul odor inside RV when toilet not in use (unless toilet flush valve has been open for extended
4		periods for inspection)

INS	IDE	: Heating & Cooling
1		Furnace controls
2		Furnace puts out hot air through all floor vents
3		Air conditioner controls
4		Air conditioners put out cool air through all ducted ceiling vents
5		Air conditioner filters
INS	IDE	: Entertainment Electronics
1		TV's
2		TV security straps
3		Audio equipment
4		Video equipment (VCR, DVD)
5		Video source switch box (antenna, VCR, DVD, satellite, etc.)
6		Antenna signal amplifier
7		TV antenna controls for raising, lowering, and rotating
INS	IDE	: Electrical
1		Lights, 120 Volt A/C
2		Lights, 12 Volt DC
3		A/C outlets have power
4		GFCI breakers function
5		12 Volt DC ports have power
6		A/C supply to RV when connected to shore power
7		A/C supply to RV when generator is running
8		A/C supply to RV when inverter is running off batteries
9		DC supply to RV when connected to shore power
10		DC supply to RV when generator is running
11		DC supply to RV from batteries
12		DC supply to RV from tow vehicle via umbilical cord
13		Battery charging when connected to shore power
14		Battery charging when generator is running
15		Battery charging from tow vehicle via umbilical cord
16	Ш	Automatic power switching between available systems (shore power, generator, inverter)
17		Location of fuse and breaker boxes
INS	IDE	: Safety Devices
1	Ш	Fire extinguisher
2		Smoke detector
3		Carbon Monoxide detector
4		Propane gas detector
5		Emergency exit windows

	Trip Information					
Title	Title:					
Dat	Date: January 0, 1900					
OU.	TSIDE: Walls	Right	Back	Left	Front	
1	Surface condition					
2	Signs of leaks					
3	Seals and caulking					
4	Trim					
5	Doors & screens					
6	Windows & screens					
7	Vents					
8	Hand rails & Steps					
9	Awning mechanisms					
10	Awning canvas					
11	Lights					
12	Mirrors					
13	Connector covers & sockets					
14	Slide external seals					
15	Slide operation, motorized					
16	Slide operation, manual crank					
17	Slide covers (toppers)					
INS	IDE: General	Kitchen	Living / Dining	3edroon	Bath	
1	Floor plan (layout)					
2	Necessities are accessible with slides in					
3	Flooring					
4	Stomp on floor to detect weak areas					
5	Walls					
6	Slide internal seals					
7	Trim					
8	Windows and screens					
9	Drapes and shades					
10	Door locks or latches					
11	Cabinetry finish					
12	Cabinetry hinges, slides, latches					
13	Cabinetry interior					
	Remove drawers, inspect behind them					
15	Ceiling					
16	Press up on ceiling to detect sagging					
	Ceiling exhaust vents and fans					
	Furniture					

	Trip Information			
Title		0		
Date:		January 0, 1900		
Bas	sic	Items to Store in the Trailer		
1		Barbeque supplies (grill, tools, etc.)		
2		Bungee cords		
3		Emergency road kit with flares/approved reflectors		
4		Extension cords		
5		Extra electronic gadget chargers		
6		Fire extinguisher		
7		First Aid Kit		
8		Folding chairs		
9		Fuse puller/tweezers		
10		Hydraulic and/or scissors jack suitable for weight of your vehicle's heaviest tire		
11		Leveling blocks or boards		
12		Matches or lighter		
13		Paper clips		
14		Pens and pencils		
15		Playing cards/games/toys		
16		Pocket knife		
17		Rope		
18		Rubber Bands		
19		Rubber Gloves		
20		Sewer hose with hookup fittings		
21		Shovel		
22		Siphon hose		
23		Small gas can		
24		Water hose (for drinking water)		
25		Wheel chocks		
Too	ols			
1		1/2 rachet and socket		
2		3/8 rachet and sockets		
3		Battery jumper cable		
4		Butt connectors (for wire splices)		
5		Clean rags		
6		Common sizes of screwdrivers (Phillips and Slot)		
7		Crescent wrench		
8		Duct tape		
9		Tire pressure gage		
10		Water		
11		WD-40		
12		Windshield washer fluid		
13		Wire crimper		
14		Wire splicers		

Trip Information					
Title:					
Date: January 0, 1900					
Clothes & Personal Items Checklist For RV Camping					
1 □ Bandana/headband/hat					
2 🗆 Comb/brush					
3 □ Deodorant					
4 🖂 Feminine products					
5 🗆 Jeans					
6 □ Laundry Bag					
7 🗆 Personal medications					
8 🗆 Rain gear (poncho, umbrella, boots)					
9 🗆 Razor					
10 🗆 Shampoo					
11					
12					
13 🗆 Shower bag					
14 🗆 Shower shoes (flip-flops, slip-ons,. Etc.)					
15 🗆 Sleep clothes					
16 □ Soap					
17 □ Socks					
18 🗆 Sweatshirt/jacket					
19 Swim suit					
20  Toilet paper					
21  Towels (bath and swim)					
22 ☐ Toothbrush/toothpaste/dental floss					
23 Underwear					
24 🗆 Washcloth					

Trip Information						
Title:		0				
Date:		January 0, 1900				
Kito	chei	n and Bath Inventory				
Kito	hei	n				
1		Baking soda				
2		Campfire gill/BBQ grill				
3		Can opener/bottle opener				
4		Citronella candles/mosquito repellant				
5		Cleaning supplies				
6		Coffee and filters				
7		Containers for food storage				
8		Cooking oil				
9		Cooking utensils (spatula, knife, spoon, etc.)				
10		Coolers				
11		Cutting board				
12		Dish rags/towels				
13		Dish soap				
14		Dishpan				
15		Dutch oven				
16		Fire extinguisher				
17		Hand soap				
18		Heavy duty aluminum foil				
19		Ice cube trays				
20		Kettle for boiling water				
21		Knives				
22		Large water jug				
23		Matches or lighter				
24		Measuring cups				
25		Meat thermometer				
26		Mixing bowl				
27		Mugs/cups				
28		Napkins				
29		Paper towels				
30		Plastic wrap and foil				
31		Plates and bowls (paper, plastic, Corel ware, etc.)				
32		Pot holders				
33		Potato peeler				
34		Pots and frying pans with lids				
Bat	Bathroom					
1		Antacids				
2		Aspirin/Ibuprofen/Tylenol/Naproxen				
3		Bath towels				
4		Cleaning supplies				
5		Cold medicine				

6	Deodorant
7	Hand lotion
8	Hand soap
9	Holding tank chemical
10	Insect repellent
11	Insect spray or pet strip
12	Lip balm
13	Peroxide or antiseptic
14	Prescribed medication
15	Shampoo/conditioner
16	Sunscreen or sun block
17	Toiletry kit
18	Toothbrush/toothpaste