



Annual Paddlecraft Inspection Checklist

Oregon State University – Small Boat Program (sources: USCG, OSMB, SBSA, USDOJ, Boat-Ed, ACA)

Personnel Information:				Vessel Information:			
Owner/Operator Name:				Year/Make/Model:			
Location of Inspection:				Length/Beam:			
	Yes	No	N/A	Watercraft Type:			
Operator OSU boating authorization:				Area of Operations: River, Lake, Estuary, Coastal			
OSU Vessel Info Form on file:				Vessel Name:			
				Vessel Description:			

Vessel Safety Check:							
	Yes	No	N/A		Yes	No	N/A
1. Personal flotation devices (PFD)				18. Communication device			
2. Sound Device (whistle or air horn)				19. Dewatering device			
3. Visual distress signals (VDS) -if on federal waters after dark				20. Anchor and line for area			
4. Waterways Access Permit (if >10')				21. First aid kit			
5. Navigation lights (if out at night)							
6. State and local requirements				23. DISCUSSION ITEMS:			
7. In water check: Free of leaks				a. Float plan use / collection			
a. Hull				b. Accident reporting			
b. Through fittings				c. Offshore operations			
c. Gaskets				d. Navigation aids/charts/GPS			
d. Hatch covers				e. Survival Equipment			
12. Out of water check: Free of				f. Weather, flow, hazards check			
a. Oxidation (aluminum) - sand				g. Planned science gear and tasks			
a. Rock wear / weak spots				h. Tools, spares			
b. Dry rot / wet rot (wood)				i. Local Knowledge			
c. Clean Hull				j. Logbook			
d. Patch cracks or holes							
e. UV inhibitor (if recommended)							
8. Tighten screws							
9. Lines in good condition							
10. Grab handles							
11. Flotation bags hold air (kayaks)							
12. Paddle check: Free of							
a. Breaks / dents							
b. Weak points							



Boat Trailer:			
	Yes	No	N/A
24. Registered with DMV if combined weight >1,800lbs?			
25. Hitch correct size and non-binding?			
26. Safety Chains and hooks adequate for weight?			
27. Safety chains adequate length to cradle tongue?			
28. Are all lights operational?			
29. Are tires in good condition (adequate tread, free of dry rot, inflation, date codes)			
30. Wheel bearings lubricated and proper torque on wheel nut?			
31. Bearing caps properly installed and functional?			
32. Bearing seals watertight?			
33. Are brakes working properly?			
34. Master cylinder checked for proper fluid level, any leaks in lines?			
35. Trailer tongue weight proper for boat (10% of total weight)?			
36. Rollers and/or bunks in good condition?			
37. Is the boat secured at the bow and stern?			
38. Proper suspension system for boat and load?			

Tow Vehicle:			
	Yes	No	N/A
40. Adequate weight and power to tow load?			
41. Is the hitch properly rated for weight of boat?			
42. Is the hitch properly secured to the frame (not bumper)?			
43. Is the remote breaking mechanism properly adjusted?			
44. Does tow vehicle have adequate mirrors for size of load?			

Notes:

Printed Name of Examiner:
Date of Exam:
Phone Number: