

MT81 End-Customer Delivery Report

This report must be completed by the Partner technician for every Verkada trailer delivery. Completion and submission of this form are required for the Partner to maintain good standing as a Qualified Trailer Partner (QTP). This ensures all trailers are delivered according to Verkada’s quality and installation standards. The report should be completed within 5 business days of the trailer delivery to the end customer.

At the end of this report, you’ll be asked to **email photos of the trailer** and the completed form to connectivity-sales@verkada.com. Please refer to the final section for detailed photo requirements.

SECTION 1:

Trailer & Delivery Details

Trailer Serial #:	
Trailer VIN:	
End Customer Delivery Date:	

SECTION 2:

Parties Involved

Partner Company Name:	
Install Technician Name:	
Install Technician Title:	

Customer Info	
End Customer Company Name:	Delivery Address:
Received By Name:	Received By Title:

SECTION 3:

Equipment Installed on Trailer

List all Verkada and third party equipment installed.

SKU	QTY	Description	Serial Number



SECTION 4:
Delivery Checklist

Technician must verify all items are complete.

Check	Item
<input type="checkbox"/>	Trailer washed, dried, and in clean condition
<input type="checkbox"/>	Devices installed according to Trailer Order Form that was submitted with the Verkada order
<input type="checkbox"/>	Verkada equipment claimed into Command and associated with trailer
<input type="checkbox"/>	Mast raise and lower functionality checked
<input type="checkbox"/>	Solar panel tilt functionality and locking pins checked
<input type="checkbox"/>	Slide-out solar panel rails and locking pins checked
<input type="checkbox"/>	Head unit blue light functionality checked
<input type="checkbox"/>	Trailer power switch functionality checked
<input type="checkbox"/>	Trailer brake light harness functionality checked
<input type="checkbox"/>	AC power in functionality checked
<input type="checkbox"/>	Tire pressures checked (nominal 35psi cold)
<input type="checkbox"/>	Included accessories confirmed and installed if relevant (2x Bullet Drop Pipes, 1x NPT Drop Pipe, 2x Locks)
<input type="checkbox"/>	Trailer delivered to customer, mast deployed
<input type="checkbox"/>	Solar panels oriented to the south and angled appropriately
<input type="checkbox"/>	Trailer on flat ground with stabilizers deployed
<input type="checkbox"/>	Trailer NEMA box locked and hitch retracted + locked
<input type="checkbox"/>	Trailer lock combinations uploaded to Command
<input type="checkbox"/>	Manufacturer's Certificate of Origin (MCO) received from Verkada and transferred to the end customer.
<input type="checkbox"/>	Any PoE+/802.3bt cameras are connected to Cat5e cables 1-4



SECTION 5:

Notes

Add any relevant notes regarding the delivery, installation, or customer requests.

SECTION 6:

Signatures

By signing below, you acknowledge that the trailer has been delivered and the checklist items above have been completed and verified.

Partner Technician Signature:

Date:

End Customer Receiver Signature:

Date:

SUMBMISSION

Please email this completed form (PDF or images) and the following trailer photos to connectivity-sales@verkada.com with the subject line "End Customer Delivery Report [Trailer Serial #]"

1. **Full trailer photo** showing overall trailer condition – including panels, mast, and chassis.
2. **Close-up photo(s)** showing the mounted devices on the mast. Feel free to submit multiple photos/angles if needed
3. **Screenshot of Trailer page** ([command.verkada.com/trailers/details/...](http://command.verkada.com/trailers/details/)) in Command showing all devices connected with the trailer and online.

Scan to email



If you have any questions about this form, please contact connectivity-sales@verkada.com or for 24x7 support contact **+1 (650) 514-2500**.

If you have an urgent issue, the person in charge of this process is **Pete Pacent**, who can be reached at pete.pacent@verkada.com and **+1 (207) 233-4166**.



FOR VERKADA INTERNAL USE ONLY

Report Checked By (Employee Name):	
Trailer VIN:	
Status:	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected (send back for completion)