



Swift!

VEHICLE STANDARDS MANUAL

LAST UPDATED APRIL 2025



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Vehicle Standards Manual

Part 1: Vehicle Categories & Requirements

Last Updated: April 2025

Eligible Vehicle Categories

Swift! Hatch (2016+)

- ✓ All hatchback models
- ✓ 2016 and newer models only
- ✓ Exclusive hatchback category

Just Swift! (2016+)

- ✓ Small hatchbacks
- ✓ Small sedans
- ✓ Compact vehicles only
- ✓ Economical transportation

Swift! Sedan (2016+)

- ✓ Sedan models only
- ✓ 2016 and newer models
- ✓ Premium interior features

Swift! Xpress (2016+)

- ✓ Package delivery service
- ✓ Hatchbacks and sedans
- ✓ Secure cargo space

Xpress Lite (2018+)

- ✓ Motorcycle delivery service
- ✓ Small package delivery only
- ✓ Quick, efficient delivery

Comfort (2016+)

- ✓ Mid to high-end vehicles
- ✓ Enhanced comfort features
- ✓ Additional amenities required

Swift! Van (2016+)

- ✓ Passenger vans
- ✓ 7+ seating capacity
- ✓ Generous cargo space

Swift! XL (2016+)

- ✓ Large SUVs and vans
- ✓ 6+ passenger capacity
- ✓ Extended luggage space

Swift! Lux (Premium)

- ✓ Luxury sedans
- ✓ Premium SUVs
- ✓ High-end specifications required

Swift! Exec (2016+)

- ✓ Executive-class vehicles
- ✓ Professional chauffeur standards
- ✓ Business-oriented amenities

Note: Services are available to drivers to offer according to demand, location and demographics. Vehicle eligibility may be subject to additional requirements in certain markets.

Part 2: Maintenance & Standards

Maintenance Schedule

Important: Adherence to this maintenance schedule is mandatory for all Swift! drivers. Regular maintenance ensures vehicle safety and optimal performance.

Swift! Maintenance Schedule		
Frequency	Tasks	Priority
Daily	<ul style="list-style-type: none"> ✓ Tire pressure check ✓ All lights functional test ✓ Windscreen washer fluid level ✓ Visual inspection for damage ✓ Interior cleanliness check 	
Weekly	<ul style="list-style-type: none"> ✓ Engine oil level check ✓ Brake fluid level ✓ Tire tread depth inspection ✓ Battery condition check 	
Monthly	<ul style="list-style-type: none"> ✓ Deep interior cleaning ✓ Professional vehicle inspection 	

Inspection Checklist

Exterior Inspection

- ✓ Body condition - no dents or scratches
- ✓ All lights functioning properly
- ✓ Windscreen - no cracks or chips
- ✓ Tires - good condition and pressure
- ✓ Doors and locks functioning
- ✓ Clean and presentable appearance

Interior Inspection

- ✓ Seats - clean and undamaged
- ✓ Seatbelts functioning properly
- ✓ Air conditioning working
- ✓ All controls operational
- ✓ No warning lights on dashboard
- ✓ Interior lighting functional

Safety Equipment

- ✓ First aid kit present and complete
- ✓ Fire extinguisher - valid and accessible
- ✓ Warning triangle available

- ✓ Spare tire and tools present
- ✓ Emergency contact information visible

Cleaning Standards

Daily Cleaning

- ✓ Vacuum all floor mats and seats
- ✓ Wipe all interior surfaces
- ✓ Clean windows and mirrors
- ✓ Remove all trash and items
- ✓ Sanitize high-touch surfaces

Weekly Deep Clean

- ✓ Shampoo seats and carpets
- ✓ Clean air vents thoroughly
- ✓ Polish interior surfaces
- ✓ Exterior wash and wax
- ✓ Wheel and tire cleaning

Professional Standards

- ✓ No unpleasant odors
- ✓ Neutral air freshener present
- ✓ Trunk clean and organized
- ✓ Door jambs clean
- ✓ Interior glass spotless

Vehicle Documentation Requirements

All vehicles must have the following documentation up to date and available for inspection:

- ✓ Vehicle registration document
- ✓ Current roadworthy certificate
- ✓ Valid insurance documentation
- ✓ Swift! vehicle inspection certificate
- ✓ Operating license (if applicable)
- ✓ Professional driver's permit (Pr.DP)

Swift! Quality Assurance

Swift! may conduct random vehicle inspections to ensure compliance with these standards. Failing to maintain the required standards may result in:

1. Notification of issues requiring correction
2. Temporary suspension of account until issues are resolved
3. Permanent removal from specific service categories
4. Complete deactivation for serious or repeated violations

Additional Premium Category Requirements

Vehicles in Swift! Lux, Swift! Premium, and Swift! Exec categories must additionally maintain:

- ✓ Premium exterior finish
- ✓ Leather or premium upholstery
- ✓ Advanced climate control
- ✓ Enhanced sound insulation
- ✓ Premium entertainment options
- ✓ Extended legroom
- ✓ Complimentary amenities for passengers

Commitment to Excellence

By operating a vehicle on the Swift! platform, drivers commit to maintaining these standards at all times to ensure the highest quality experience for passengers. These standards represent our commitment to safety, comfort, and professionalism across all Swift! services.