



Customer:.....

Engine Size:.....

Make / Model:.....

Mileage:.....

Reg No:.....

Chassis No:.....

**I S PRE ENGINE CHECKS**

- 1. Check vehicle history.
- 2. Check timing belt replacement interval\*.....miles.....yrs
- 3. Check for damage to bodywork, lamps, trims and oil level.
- 4. Fit protective covers.
- 5. Check condition and operation of all seat belts.
- 6. Check operation of interior and exterior lights.
- 7. Check operation of ABS and air bag warning lights.\*
- 8. Check air conditioning operation including bad odour.\*
- 9. Check windscreen washers and wipers.
- 10. Check horn.
- 11. Check operation of suspension dampers.
- 12. Lubricate all door hinges, locks, and bonnet catches.
- 13. Apply treatments to remove internal contamination.
- 14. Check fuel cap.

**UNDER THE BONNET**

- 15. Check cooling system including fan operation.
- 16. Check and record Anti-Freeze protection. ....°C
- 17. Check and record brake fluid condition.
- 18. Check all auxiliary drive belts (not timing belt).
- 19. Check engine breather system.
- 20. Check vacuum pipes.
- 21. Check power steering operation and fluid condition.
- 22. Check throttle body. Clean if required.
- 23. Check battery level and lubricate terminals.
- 24. Check and top up all under bonnet fluid levels.
- 25. Replace air filter.\*
- 26. Replace spark plugs.\*
- 27. Replace fuel filter.\*
- 28. Replace pollen filter.\*

**I S VEHICLE RAISED**

- 29. Change oil, filter and fit new sump plug washer.
- 30. Check fuel lines and brake pipes.
- 31. Check the condition and security of the exhaust.
- 32. Check and top up axle and transfer box oil levels.\*
- 33. Check and top up gearbox oil level.
- 34. Check all steering and suspension joints, mountings and gaiters.
- 35. Carry out tyre report.
- 36. Check all wheel bearings for excessive 'play' and noise (adjust).
- 37. Check CV gaiters and joints for wear or splits.
- 38. Check clutch cable/cylinder.\*
- 39. Grease all greasing points.\*
- 40. Check operation and condition of front brakes.
- 41. Check operation and condition of rear brakes (inc. handbrake).
- 42. Carry out brake report.

**VEHICLE LOWERED**

- 43. Refill engine with specified grade oil.....w.....
- 44. Torque wheel nuts/studs.  
Locking wheel nut key location.....

**TO FINISH**

- 45. Road test vehicle and report any findings.
- 46. Re-check engine oil level.
- 47. Carry out emission report.\*
- 48. Reset service interval indicator.\*
- 49. Ensure all upholstery, gear lever, steering wheel, etc. are clean.
- 50. Stamp service book(s).

**Comments**

Tyre Report	O/SF	N/SF	O/SR	N/SR	Spare
Condition					
Tread mm					
Pressure (Set to)					
Tyre Size			Torque		Nm

Brake Report	O/SF	N/SF	Standard Service Only		Limit
			O/SR	N/SR	
Pads / Shoes					F mm
					R mm
Discs / Drums					F mm
					R mm

**Brake Fluid Condition:** OK  Needs Replacing

Emissions	CO	HC	CO <sub>2</sub>	O <sub>2</sub>	λ	Km <sup>-1</sup>
Petrol / Diesel	%	ppm	%	%		

Technician:..... Signature:..... Date:...../...../.....

Done     Requires attention    n/a not applicable    \* where applicable

Additional service operations may be required for your vehicle make/model and will be charged at extra cost

