

SERVICE SCHEDULE

Car Registration

Date...../...../.....

Mileage.....

		Oil & Filter	Interim Service	Full Service 12k miles /12mths	Major Service 24k miles /24mths	
Engine	1	Drain engine oil and refill (special or synthetic oils subject to additional charge)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	Replace oil filter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	Check for general oil leaks (report any serious leaks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	Check for timing belt replacement interval & report if due according to mileage/age		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	Check coolant level and antifreeze strength (additional charge if coolant needs replacing)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	Check condition of coolant hoses and coolant system for leaks		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	Check condition and tension of fan / alternator belt, adjust or report on condition			<input type="checkbox"/>	<input type="checkbox"/>
	8	Check condition and tension of auxiliary drive belts (excluding timing/cam belt)			<input type="checkbox"/>	<input type="checkbox"/>
	9	Replace Air Filter			<input type="checkbox"/>	<input type="checkbox"/>
	10	Report if Spark Plugs are due to be changed according to mileage, (additional charge for the supply of plugs & fitment)			<input type="checkbox"/>	<input type="checkbox"/>
	11	Top up washers reservoir		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	12	Replace Diesel fuel filter (If mileage requires)			<input type="checkbox"/>	<input type="checkbox"/>
	13	Replace Petrol fuel filter (If mileage requires)			<input type="checkbox"/>	<input type="checkbox"/>
Controls	14	Check operation of exterior lights		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	15	Check operation of horn		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	16	Check condition of front wiper blades and operation of washers		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	17	Check condition of rear wiper blade (if fitted)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	18	Check driving controls		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	19	Check / top up power steering reservoir		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Under Vehicle	20	Check steering / suspension components for wear , leaks and corrosion		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	21	Check condition of wheel bearings and driveshafts		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	22	Check gearbox oil level (if not sealed)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	23	Check condition of exhaust system		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	24	Check condition of fuel lines and brake pipes		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brakes	25	Check brake pads / shoes for wear or damage		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	26	Check condition of brake discs / drums		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	27	Check brake components for wear and correct operation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	28	Check brake fluid level		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	29	Check operation of brake servo and ABS light (if applicable)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	30	Replace brake fluid and bleed system			<input type="checkbox"/>	<input type="checkbox"/>
Tyres	31	Check tyres for condition , tread depth and correct fitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	32	Check and adjust tyre pressures		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	33	Remove Road Wheels		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General	34	Fit new cabin filter (if fitted)			<input type="checkbox"/>	<input type="checkbox"/>
	35	Lubricate door hinges and bonnet catch			<input type="checkbox"/>	<input type="checkbox"/>
	36	Reset service indicator and stamp service book		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	37	Road Test		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>