

Customer

Telephone

Make/Model

Reg

Mileage

Bronze	Silver	Gold

Exterior Vehicle Check

- Check Windscreen for Damage
- Check Washers and Wiper Blades
- Check Lighting and Lenses/Reverse Lights
- Lubriate Door Hinges and Catches
- Check Bodywork for Corrosion and Damage

Comments

[illegible]

Under Bonnet

- Add Engine Flush if required
- Check / Replace Air Filter
- Check / Replace Spark Plugs
- Check Replace Pollen Filter
- Replace Fuel Filter (at recommended intervals)
- Test Brake Fluid O Pass O Fail.....
- Test Antifreeze%
- Top up all Fluid Levels inc. Battery (if possible)
- Check Distributor cap and Rotor Arm (if fitted)
- Check Wiring and Components
- Check/ Replace Drive Belts
- Check Fuel Systems and Pipes
- Check Cooling Systems
- Check Vacuum Pipes
- Check Brake/Clutch Hydraulics
- Check Engine Breather Systems

Comments

[illegible]

Half raise vehicle

- Check Wheel Bearings
- Check Suspension Joints/ Bushes/ Mountings
- Check Steering Joints/ Bushes/ Mountings/Gaiters
- Check Drive Shafts and Gaiters
- Check Shock Absorbers/ Coil Springs
- Check Flexible Brake Hoses
- Remove all Wheels
- Check Front Brakes (Visual)
- Check Rear Brakes (Visual)
- Check Tyre Pressures
- Check Tyre Tread Depth

Comments

[illegible]

Raise Vehicle Full Height

- Drain Engine Oil and Replace Filter
- Check Gearbox Oil (If possible)
- Check Diff Oil (If possible)
- Check Engine/Gearbox/ Diff for Oil Leaks
- Check Exhaust System
- Check Brake and Fuel Lines
- Check Hand Brake Cables
- Check Underbody for Corrosion

Comments

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Lower Vehicle

- Refill with Engine Oil
- Check Spare Tyre for Damage/Depth and Pressure
- Torque Wheel Nuts

Comments

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Inside Vehicle

- Check Seatbelt Operation
- Check Operation of Controls and Switches
- Check Hand Brake and Foot Brake Travel
- Reset Service Light/ Indicator (If Fitted)
- Check Warning Lamp Indicators

Comments

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Additional Service Operations (if required)

- Replace Timing Belt / Tensioner / Rollers
Replace Gearbox Oil
Replace Brake Fluid
Replace Antifreeze
Adjust Valve Clearances
Additional Service Operations (see below)

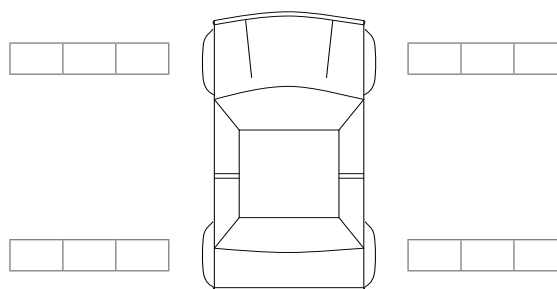
Comments

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After Service

- Check Radiator Cooling Fan Operation
Road Test / Report any Faults Found
Stamp Service Record Book (if available)
Fit Service Reminder Sticker (optional)
Final Visual Q.C. Check

Comments



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Diagnostic Checks (if required)

- Carry out Smoke Test (Diesel only)
Carry out 4 Gas Emission Check (Petrol only)
Check ECU for Stored Trouble Codes
Final Q.C. Check

Comments

If your vehicle is having running concerns then further diagnostic checks may be required

Signed

Date