

Date		Engineer		Job #/Reference	
Owner /Operator Name				Contact Ph/Fx	
Vehicle Make				Fleet #	
Model				Mileage	
Registration #					
Chassis #:					

Service Check Item	Value/Tick/Cross	Action or comment
Check exterior lights		
Check horn		
Check wipers/washers		
Check seatbelts		
Check for warning lights		
Check & top up engine coolant		
Check & top up power st. fluid		
Check & top up screenwash		
Check & top up brake fluid		
Check & top up clutch fluid		
Check & top up battery (not LM)		
Check battery		
Check air con		
Check tyre condition/tr depth		FNS:.....FOS:.....RNS:.....ROS:.....SP:.....
Check & adjust tyre pressures		
Check wh. Bearings etc.		
Check brake pad wear front		
Check brake pad wear rear		
Check & adjust handbrake		
Check fan belt condition		
Check underside		
Check exhaust		
Check brake pipes visually		
Check shocks visually		
Check gaiters visually		
Check steering visually		
Drain oil		
Change oil filter		
Fill with oil (semi synth)		
Road test vehicle		
Reset service interval counter		

Comments and recommendations	

Engineer signature			
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