
 PREODIC SERVICE CHECK SHEET (MAJOR SERVICE)	
Recommended Service Intervals	
For Petrol engine vehicle	✓ Major Service - 10,000km/6 months whichever comes first
For Diesel engine vehicle	✓ Major Service - 8,000km/6 months whichever comes first
No.	PRE SERVICE CHECKS
1	Check damage to bodywork, lamps, trims & interior
2	Check operation of instrument cluster -Warning, Gauges
3	Check operation of starter
4	Check Engine abnormal noise or vibration
5	Check steering wheel excess play (Axial & Radial)
6	Check brake & clutch pedal height, travel & play
7	Check parking brake lever travel & return
8	Check operation of blower & air conditioner
9	Check operation of window washer
10	Check operation of window wipers
11	Check operation of power windows, side mirrors & Locking
12	Remove, clean cabin air filter element
13	Check operation of all lightings
14	Check Tires , tread and condition (Record)
15	Check damages on Wheels
UNDER THE BONNET CHECKS	
16	Check oil & fuel leakage in engine com
17	Drain and refill Engine oil
18	Change engine oil filter element with d
19	Clean & check air filter element
20	Replace air filter element
21	Check or Replace spark plugs (Instruc
22	Drain Moisture from diesel filter
23	Replace fuel filter element
24	Check power steering fluid level, top up
25	Check condition and tension of fan belt
26	Check battery terminal & battery condi
27	Check coolant leakage & Level - top up
28	Check radiator house condition
29	Check brake fluid leakage & fluid level
30	Check window washer level & top up

44 points check for **Major SERVICE**

26 points check for **Minor SERVICE**

Defect report issued , if found any defect during **SERVICE**

 PREODIC SERVICE CHECK SHEET (MINOR SERVICE)				
Recommended Service Intervals				
For Petrol engine vehicle	✓ Minor Service - 5,000km/6 months whichever comes first			
For Diesel engine vehicle	✓ Minor Service - 4,000km/6 months whichever comes first			
No.	PRE SERVICE CHECKS			
1	Check operation of instrument cluster -Warning, Gauges			
2	Check operation of starter			
3	Check steering wheel excess play (Axial & Radial)			
4	Check brake & clutch pedal height, travel & play			
5	Check operation of window washer			
6	Check operation of window wipers			
7	Remove, clean cabin air filter element			
8	Check operation of all lightings			
9	Check Tires , tread and condition (Record)			
10	Check damages on Wheels			
UNDER THE BONNET CHECKS				
11	Check oil & fuel leakage in engine compartment			
12	Change engine oil filter element			
13	Check power steering fluid level, top up if necessary			
14	Check condition and tension of fan belts			
15	Check battery terminal & battery condition- top up ID water if necessary (Applicable type only)			
16	Check coolant leakage & Level - top up if necessary			
17	Check brake fluid leakage & fluid level			
18	Check window washer level & top up			
No.	VEHICLE UNDERNEATH			
19	Adjust air inflation of tyres including of spare tyre			
20	Check excess play on wheel bearing and ball joints			
21	Check condition of suspension incl. shocks absorbers			
22	Check condition of drive shafts/ propeller shaft(s) & boots/ Universal joints			
23	Check wheel bearing excess play			
24	Check exhaust system, leaks and damage			
TO FINISH				
25	Re- check oil level, radiator cap, tightness of wheel nuts and all function of lights			
26	Produce Service report and defect report (if any defect found)			
TYRE REPORT				
	F.R	F.L	R.R	R.L
	Tyre tread			
	Tyre Condition			
GENERAL COMMENTS:				