

## VEHICLE MAINTENANCE CHECKLIST

| VEH.NO                           |  | DATE      |                                  | TIME               |                             |
|----------------------------------|--|-----------|----------------------------------|--------------------|-----------------------------|
| VEH.TYPE                         |  | KILOMETER |                                  | MECH. NAME         |                             |
| VEHICLE EXTERIOR                 |  |           | UNDER VEHICLE ( Vehicle Raised ) |                    |                             |
| 01                               | Exterior                                 |           |                                  | 15                 | Leakage                     |
| 02                               | Function of Each Body Parts              |           |                                  |                    | Cooling System              |
|                                  | Doors                                    |           |                                  |                    | Heating System              |
|                                  | Hood                                     |           |                                  |                    | Heating System              |
|                                  | Trunk lid, Fuel Filler Lid               |           |                                  |                    | Transmission                |
|                                  | Truck Tailgate                           |           |                                  |                    | Transaxle                   |
| 03                               | Function of Electrical parts             |           |                                  |                    | Transfer                    |
|                                  | All Lights                               |           |                                  |                    | Differential                |
|                                  | Horn                                     |           |                                  |                    | Steering Box                |
|                                  | Wiper                                    |           |                                  |                    |                             |
| UNDER HOOD ( Engine Stopped )    |  |           |                                  | 16                 | Exhaust System              |
|                                  |  |           |                                  | 17                 | Disc Brake Anti-rust Covers |
| 04                               | Coolant Fluid                            |           |                                  | 18                 | Wheel Nuts                  |
| 05                               | Washer Fluid                             |           |                                  | 19                 | Tires Condition             |
| 06                               | Power Steering Fluid                     |           |                                  | VEHICLE INTERIOR   |                             |
| 07                               | Brake Fluid                              |           |                                  |                    |                             |
| 08                               | Clutch Fluid                             |           |                                  | 20                 | Seats                       |
| 09                               | Battery                                  |           |                                  | 21                 | Seat Belts                  |
| 10                               | Exhaust Emission Control System          |           |                                  | 22                 | Interior                    |
|                                  | Wiring Connectors                        |           |                                  | 23                 | Interior Electrical System  |
|                                  | Hose Connections                         |           |                                  | ROAD TEST          |                             |
| UNDER HOOD ( Engine Operation )  |  |           |                                  | 24                 | Brakes                      |
|                                  |  |           |                                  | 25                 | Engine                      |
| 11                               | Engine condition (cold and Hot)          |           |                                  | 26                 | Clutch                      |
| 12                               | Idle Speed                               |           |                                  | 27                 | Transmission -Transaxle     |
| 13                               | Automatic Transmission / Transaxle Fluid |           |                                  | 28                 | Differential                |
| 14                               | Leakage                                  |           |                                  | 29                 | Steering                    |
|                                  | Fuel                                     |           |                                  | 30                 | Suspension                  |
|                                  | Oil                                      |           |                                  | 31                 | Wheel alignment             |
|                                  | Coolant Fluid                            |           |                                  | FINAL INSPECTION   |                             |
| UNDER VEHICLE ( Vehicle Raised ) |  |           |                                  | 32                 | Protective Plastic Cover    |
|                                  |  |           |                                  | 33                 | Carpets and Mats            |
| 15                               | Leakage                                  |           |                                  | 34                 | Mirrors                     |
|                                  | Brake System                             |           |                                  | 35                 | Antenna                     |
|                                  | Clutch System                            |           |                                  | 36                 | Tires pressure              |
|                                  | Fuel System                              |           |                                  | 37                 | Wheel Covers                |
|                                  | Engine                                   |           |                                  | 38                 | Accessories                 |
| OK                               | Good                                     | T         | Tightening                       | X                  | Repair                      |
| A                                | Adjustment                               | R         | Replace                          | L                  | Lubricate                   |
| REMARKS:                         |  |           |                                  |                    |                             |
|                                  |  |           |                                  |                    |                             |
|                                  |  |           |                                  |                    |                             |
|                                  |  |           |                                  |                    |                             |
|                                  |  |           |                                  |                    |                             |
|                                  |  |           |                                  |                    |                             |
| Date:                            |  |           |                                  | Name of Inspector: |                             |
|                                  |  |           |                                  |                    |                             |