

SERVICE ITEMS		1 STAR	2 STAR	3 STAR
		6 Months 6,000m	12 Months 12,000m	24 Months 24,000m
ITEMS CHECKED		40	69	73
Engine	Drain engine oil and refill with correct specification oil (fully synthetic or specialist oils are subject to an additional charge)			
	Replace oil filter			
	Check for severe oil leaks			
	Check condition and security of undertray			
	Check and report cambelt change interval and advise if overdue			
	Clean air filter			
	Replace air filter			
	Report if spark plugs are due to be changed based on age / mileage (an additional charge applies for the supply and fitment if needed)			
	Replace spark plugs for petrol engines (an additional charge applies for long-life or platinum plugs, or twin spark engines)			
	Check radiator condition			
	Check coolant cap seal			
	Check coolant hoses for condition, security and leaks			
	Check electric cooling fan for operation where applicable			
	Check condition and tension of fan / alternator belt and report on condition			
	Check and adjust (if applicable) auxiliary drive belt and report on condition			
Check and report antifreeze strength and minimum temperature and top up coolant as required				
Drain out and refill cooling system to correct specification if contaminated				
Lubricate bonnet catch				
Fuel	Check fuel cap seal and condition			
	Check visual condition of fuel lines			
	Replace fuel filter (if fitted and external from fuel tank)			
Transmission	Check for correct clutch operation			
	Check for correct gearbox operation			
	Check and top-up clutch fluid if required			
	Check driveshaft gaitors for security and report any leaks or damage			
	Grease propshaft if applicable			
	Check and top up axle / transaxle oil if applicable			
Check and top up gearbox oil if applicable and not sealed				
Electical	Check operation of exterior lights			
	Check horn			
	Check battery condition and advise if in poor condition			
	Check dashboard for warning lights			
	Check effectiveness of starter motor			
	Check glow plug indicator operation if applicable			
	Check battery security and grease terminals			
	Top up battery (non-sealed only)			
Visual inspection of HT leads				
Test alternator charging rate				
Suspension & Steering	Check and top-up power steering fluid if required			
	Check steering and suspension components for wear and damage			
	Check condition of steering rack gaitors			
	Check wheel bearings for wear or play			
	Carry out shock absorber bounce test			
Grease steering and suspension if applicable				
Exhaust	Inspect exhaust for corrosion, security and leaks			
	Visual check for exhaust smoke			
Brakes	Check brake pads for wear or damage			
	Check brake calipers for leaks and security			
	Visually check brake hydraulic system for leaks, damage or corrosion			
	Check handbrake linkages and cables, lubricate if applicable			
	Check brake discs for wear or damage			
	Check brake fluid level and top up if required			
	Inspect operation of wheel cylinders and report any links			
	Check brake servo operation			
	Carry out brake fluid test and report			
Check rear brake shoes, clean and adjust if required (not including internal handbrake shoes)				
Check brake drums for wear or damage (excluding internal drums)				
Wheels & Tyres	Check tyre sizes and fitment correct			
	Check tyre condition and tread depth (inc spare)			
	Check and adjust tyre pressures (inc spare)			
	Set wheel nut torque correctly			
	Check wheels for correct balance (on road test)			
Remove road wheels				
Visibility	Check windscreen wiper condition and operation			
	Check rear wiper condition and operation (if fitted)			
	Check windscreen washer operation, top up fluid			
	Check windscreen for chips and cracks			
	Check condition and security of all fitted mirrors			
Check number plate condition				
Internal	Advise if cabin filter replacement is required due to age / mileage			
	Check operation and security of seatbelts			
	Check operation of external door locks			
Lubricate all accessible hinges with white grease				
General	Conduct road test			
	Stamp service book (if in vehicle)			
	Reset vehicle service light (if fitted)			