

Vigilant PLC – FULL SERVICE SCHEDULE

Customer:		Reg No:		Service Checks	
Mileage:		Membership No:		OK	Advise
Make	Model				
1	Check vehicle for damage to bodywork, lamps, trims etc		Service preparation		
2	Road test before service (assuming roadworthy) for diagnosis & report				
3	Check manufacturers recommendations and report if cambelt replacement is due (replacement not included in price)				
4	Check horn operation		On level		
5	Check lights: side, reverse, fog, brake, tail, indicators, head, repeaters, reflectors, number plate				
6	Check front & rear seatbelts for condition & operation				
7	Check front & rear windscreen wiper operation & condition				
8	Check windscreen condition				
9	Check condition of all mirrors				
10	Check number plate condition				
11	Check screen washers				
12	Check auxiliary drive belts & adjust as necessary				
13	Check for cabin/pollen filter replacement (report if due)		Under bonnet		
14	Replace diesel fuel filter (if applicable)				
15	Check battery terminals & electrolyte levels (where required)				
16	Check manual choke operation where appropriate (petrol)				
17	Check cooling system & antifreeze protection level				
18	Check steering & suspension components & report		Vehicle raised		
19	Check wheel bearings for excessive play (adjust as necessary)				
20	Check front brakes, pads & discs				
21	Check rear brakes				
22	Check all visible brake pipes & hoses & report				
23	Check exhaust for leaks, corrosion, broken mountings & report				
24	Check & adjust hand brake operation				
25	Remove and renew oil filter		Maintenance		
26	Check & top up gearbox & axle oils (as required)				
27	Renew engine oil				
28	Renew spark plugs (in line with manufacturers recommendations) if needed (copper only)				
29	Drain water tap, if separate from filter (diesel only)				
30	Check & top up pas fluid				
31	Check & top up brake fluid				
32	Check & top up clutch fluid & check cable				
33	Top up windscreen washer bottle(s)				
34	Check & replace air filter (if necessary)				
35	Grease all greasing points where applicable				
36	Lubricate accessible door/bonnet/hinges				
37	Check brake operation & efficiency		Road test & report		
38	Check clutch operation				
39	Check steering				
40	Check for fluid leaks		On level		
41	Complete & stamp service record book				
42	Courtesy exterior wash & interior vacuum				
43	Turn off service light				

COMMENTS:	TYRE WEAR REPORT (legal limit 1.6mm)
	O/S/F mm O/S/R mm SPARE mm
	N/S/F mm N/S/R Mm

Technician's Signature:		Date:	
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Next Service due:		Miles	Or By	Date:		Whichever is the sooner
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I hereby certify that the above has been carried out to my satisfaction	Print Name	
	Signature	

Thank you for choosing **Vigilant PLC 0870 7744669**