

Major Service 24,000 /
Miles 24 Months

LIGHTS AND ELECTRICAL SYSTEM		NOTES
1: Check operation of exterior lights	✓	
2: Check headlight alignment	✓	
3: Check rear reflectors	✓	
4: Check operation of instrument warning lamps	✓	
5: Check illumination of dash and heater control lamps	✓	
6: Check battery condition / Connections & security (inc print off)	✓	
7: Check horn	✓	
8: Test / advise alternator output and security	✓	
INTERNAL / VISION		
9: Check door / bonnet lock operation and lubricate locks, hinges and catches	✓	
10: Check windscreen wiper and washer condition and operation	✓	
11: Top up windscreen washer reservoir with additive if required	✓	
12: Check / advise pollen filter (if fitted due date/mileage)	✓	
13: Check air conditioning system / temperature (at vent only) if applicable	✓	
ENGINE		
14: Drain engine oil and refill*	✓	
15: Replace oil filter	✓	
16: Replace air filter	✓	
17: Replace fuel filter (if fitted and external from fuel tank)	✓	
18: Check / advise general oil leaks	✓	
19: Check / advise coolant level and antifreeze strength	✓	
20: Check coolant hoses for leaks and condition, incl. header tank	✓	
21: Check condition and tension of auxiliary drive belts (excl. timing belt)	✓	
22: Spark plugs changed according to mileage*	✓	
23: Visual check of fuel system (incl. tank and cap)	✓	
24: Check timing belt replacement interval & report if due according to mileage / age	✓	
BRAKES		
25: Check brakes, record measurements	✓	
26: Check brake servo operation	✓	
27: Check / advise brake fluid level and boiling point	✓	
28: Top up brake fluid if required	✓	
29: Visual check of brake pads for wear or damage	✓	
30: Visual check of brake callipers for leaks and security	✓	
31: Visual check of brake discs, shoes and cylinders for wear or damage	✓	
32: Visual check of brake pipes and hoses	✓	
33: Check operation of handbrake	✓	
34: Check security of handbrake linkages and travel and adjust if required	✓	
STEERING / SUSPENSION		
35: Check condition of road springs	✓	
36: Check power steering fluid reservoir	✓	
37: Check steering / suspension components for wear and corrosion	✓	
38: Check steering rack gaitors condition	✓	
39: Check shock absorber condition and mounting, report any leaks	✓	
40: Check wheel bearings for excessive play or noise	✓	
DRIVE SYSTEM		
43: Check drive shaft gaitors for security and report any leaks	✓	
44: Check gear box fluid level manual / automatic differential (if applicable)	✓	
45: Check / adjust clutch operation	✓	
46: Check for transmission oil leaks	✓	
47: Check condition of clutch cable (where visible)	✓	
EXHAUST		
48: Check / advise condition of exhaust and mountings	✓	
TYRES / WHEELS		
49: Check tyre condition and tread depth (incl. spare)	✓	
50: Check / adjust tyre pressures (incl. spare)	✓	
51: Remove all road wheels and check flanges and mountings	✓	
52: Check wheel nut torque to manufacturer's specification	✓	
FINAL CHECKS		
54: Carry out emission or smoke test	✓	
55: Check / report any body/windscreen damage/chips	✓	
54: Carry out engine management system scan (Basic Scan)	✓	
55: Reset vehicle service light where applicable	✓	
56: Stamp service book	✓	

* Additional charges will apply should the vehicle require a pollen filter, special or synthetic oils, platinum or multi-electrode spark plugs

Technician Signature: _____

Control Checked by: _____

Date: _____

EAC Telford Ltd
Unit A
Halesfield 13
Telford
Shropshire
TF7 4PL
info@eactelford.com
Tel: 01952 585511
Fax: 01952 582212

Full Service 12,000 /
Miles 12 Months

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Unit A
Halesfield 13
Telford
Shropshire
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info@eactelford.com
Tel: 01952 585511
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Interim Service 6000 /
Miles 6000 Months

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