



NATIONAL SERVICE NETWORK

# Standard Service Schedule

	Interim Service	Full Service
Complete initial checks	■	■
Drain and replace engine oil (please note special/synthetic oils subject to additional charge)	■	■
Replace oil filter	■	■
Check for engine oil leaks	■	■
Check and top up clutch fluid	■	■
Check and top up brake fluid	■	■
Check coolant/antifreeze and top up	■	■
Check gearbox oil (where applicable)	■	■
Check axle oil (where applicable)	■	■
Check automatic transmission fluids (where applicable)	■	■
Add chemical additives to remove internal contamination (where applicable)	■	■
Run engine diagnostics (where applicable)	■	■
Check steering and suspension components for wear	■	■
Check steering rack gaitors (if applicable)	■	■
Check fan/alternator belt and adjust tension if necessary	■	■
Check auxiliary drive belts for condition and tension (adjust if required)	■	■
Check power steering and top up reservoir where applicable	■	■
Check for correct clutch operation	■	■
Check propshaft, drive shaft and joints for operation and wear	■	■
Check drive shaft gaiters for play and leaks	■	■
Check brake pads for wear or damage	■	■
Check callipers for wear and leaks	■	■
Check brake shoes for wear	■	■
Check wheel cylinders for wear and leaks	■	■
Check shock absorbers for operation and performance	■	■
Visual check over of brake hydraulic system, pipes and hoses for wear and leaks	■	■
Visually inspect condition of fuel lines	■	■
Inspect exhaust fixings and check leaks and noise	■	■
Check handbrake for operation and travel	■	■
Check security of hand brake linkages and lubricate if required	■	■
Check operation of headlights, indicators and other exterior lights	■	■
Check vehicle horn	■	■
Check passenger seatbelts	■	■
Check ABS warning lights	■	■
Check heater plug indicator (diesel models)	■	■
Test battery and check levels and fixings	■	■
Check windscreen wipers (and rear wiper if applicable)	■	■
Check windscreen washer operation and top up fluid	■	■
Check wheel bearings (and report play or noise)	■	■
Check tyres for condition and tread (including spare)	■	■
Check and adjust tyre pressures (including spare)	■	■
Refit wheels, adjusting nut torque to manufacturer setting	■	■
Visually inspect front brakes from inside edge of wheel	■	■
Visually inspect rear brakes from inside edge of wheel	■	■
Replace spark plugs if applicable (please note special or long life plugs subject to extra charge)		■
Replace air filter element		■
Replace fuel filter (diesel models)		■
Check tyre wear for visual indication of steering misalignment		■
Remove rear wheels and check brake discs/drums condition		■
Remove front wheels and check brake discs/drums condition		■
Visually inspect coolant hoses for condition and leaks		■
Visually inspect expansion bottle leak and cap security		■
Check cooling fan for operation (where applicable)		■
Inspect HT leads for visual condition		■
Inspect distributor cap for visual condition		■
Inspect rotor arm for visual condition (if applicable)		■
Check radiator condition and for leaks		■
Check radiator cap condition		■
Check throttle linkage and lubricate (if applicable)		■
Visually inspect smoke emissions (diesel models)		■
Check for timing/cam belt replacement and report if due		■
Check for cabin/pollen filter replacement and report if due		■
Inspect fuel cap for condition and security		■
Check windscreen condition		■
Check exterior mirrors for condition		■
Check interior mirror condition		■
Check bonnet catch and lubricate (if required)		■
Inspect and lubricate door hinges (if required)		■
Check number plates condition and security		■
Grease steering/suspension and propshaft (if required)		■
Test brake fluid boiling point (if applicable)		■