



DATE:
NAME:
YEAR/MODEL:
MILEAGE:
VIN/DOM:

ENGINE OIL SERVICE – MINOR SERVICE*

Service Description

- Road test car for initial driving impressions. Check for proper engine performance, handling characteristics and transmission engagement. Test brake system for proper ABS engagement and absence of pulling or shimmy. Check for road noises, suspension vibration, squeaks and rattles. Check basic operation of cruise control.
- Change oil and filter at operating temperature; check level and condition of existing oil.
 Option: Specific oil request by customer: _____.
- Set all tires pressures, including spare tire. Check condition of tires and tread for uneven wear or punctures.

LF: _____ RF: _____ LR: _____ RR: _____ S: _____
- Top up power steering reservoir level and check fluid for burnt or poor condition. Flush is advised every 30,000 miles. Inspect for any leaking seal rings, hoses, pump, and steering gear.
- Top up level of brake and clutch fluid in reservoir. Flush is required to remove moisture build-up in the brake/hydraulic system, and is advised every year in Houston due to the high humidity levels.
- Measure thickness of brake pads remaining:

Front: _____ mm (_____) % worn Rear: _____ mm (_____) % worn
- Examine engine belts for cracking. Inspect tensioning adjustment pulleys for wear and tensioner pistons for correct preload on belts.
- Pressure test engine cooling system and all connections, tighten clamps, and check all hoses for seepage. Top up coolant level and test for correct concentration.
- Check all engine cooling system plastic hose connections and flanges for signs of seepage due to embrittlement. Advise of age and condition of parts for future attention as needed.
- Text auxiliary fan with engine at operating temperature at idle for proper operation of normal and high speeds.
- Visually inspect battery condition and fitment. Verify vent tube function.
Note: For non-sealed batteries, add distilled water as required.

Battery type: _____ Battery brand: _____ Battery date: _____
- Perform electrical system/load tests:

Alternator: amp ___ V ___ Starter: amp ___ V ___ Battery: V ___ sec. ___
- Check operation of windshield washer system (front and rear, if equipped). Includes inspect reservoir and hoses for leaks, and nozzles for proper spray pattern and position.
- Check wiper blades (front and rear, if equipped) for proper cleaning and condition.
- Adjust wiper blades as needed to prevent “wiper chatter.”

- Check operation of lighting equipment including headlights, fog lights, turn signals, taillights, side marker lights, and parking lights.
- Test operation and illumination of all standard dash warning systems and check control system.
- Check air conditioner charge, and visually inspect all hose connection and components for signs of seepage.
- Inspect air conditioner hoses and compressor for proper mounting to prevent chafing or vibration.
- Reset Service Interval System, stamp service book, calculate time and mileage for next service/oil change interval (condition based), and install reminder sticker on windshield. *Note: Service lights do not reflect realistic condition-based intervals. Advise following reminder sticker based on calculations of our climate and your driving habits (time and mileage).*
- Final road test car and inspect completed work.

** Comparison of this service sheet to factory-recommended service requirements will not directly coincide. Many operations have been added to this checklist ensuring a more inclusive approach for immediate needs, as well as future considerations.*