

# Service Schedule

## DETAILS

# HAMILTON AUTO SERVICES

SERVICING - REPAIRS - BRAKES - EXHAUSTS - TYRES - DIAGNOSTICS - BODYWORK

Customer Name	_____	Make	_____
Model	_____	Chassis No	_____
Date	_____	Reg	_____
		Mileage	_____

## INITIAL CHECKS

Servicing Agent ID

- Check on dash error warning lights on and make note of them
- Check wheel lock key location in car / confirm with customer
- Check bodywork, trims, lamps, number plates, mirrors etc
- Check timing belt interval  mileage/years

## SERVICE CHECKS

- Check airbag warning lights and horn operation
- Check condition and operation of all seat belts
- Check operation of interior and exterior lights and switches
- Check front and rear windscreen wipers and washers
- Check condition of windscreen and rear view mirror
- Check fuel cap
- Check air conditioning
- Check & top up power steering reservoir
- Check PAS, auxiliary and fan belts
- Check operation of throttle
- Check battery condition and security
- Check clutch operation
- Check handbrake operation and travel
- Check & top up all under bonnet fluid levels
- Check engine cooling fan
- Drain and renew brake fluid
- Drain and renew coolant
- Drain and renew screen wash
- Replace air filter
- Replace pollen filter
- Replace spark plugs
- Replace fuel filter
- Lubricate door hinges, catches and locks (where required)
- Check and record COOLANT PROTECTION
- Check and record OIL GRADE

## SERVICE CHECKS

- Carry out under body inspection (check for any corrosion)
- Replace oil filter
- Replace engine oil (oil grade specific to manufacturers list)
- Check condition of steering, suspension, mountings and gaiters
- Check exhaust system condition and any leaks
- Visually check fuel lines, brake pipes, & hoses
- Visually check oil sump/oil filter housing for any leaks
- Check for signs of leakage from cylinders / calipers
- Check condition of coil springs and shockers
- Check engine and gearbox mounts for wear
- Test starter motor cranking operation
- Visually inspect radiator and coolant pipes/hoses for security and leaks
- Check all wheel bearings for noise / free play

Notes, advisories, recommendations.

## FINAL CHECKS

- Carry out road test (if applicable)
- Check wheel lock key is put in correct location
- Reset service light (diagnostic equipment if needed)
- Stamp service book (if available)
- Record service Online (if applicable)

## TYRES CHECK/REPORT

Check condition of tyres and adjust tyre pressures (if required)

	TREAD MM	PSI/BAR	CONDITION
O/S/F			
N/S/F			
O/S/R			
N/S/R			

Notes, advisories, recommendations.

## BRAKES CHECK/REPORT

Check brake pads/shoes for condition & operation  
Check drums and discs for condition & operation

	DISCS	PADS	DRUMS	SHOES
O/S/F				
N/S/F				
O/S/R				
N/S/R				



### \*\*IMPORTANT NOTICE\*\*

Please note manufacturer recommended additional items such as spark plugs, air filter, pollen filter, fuel filter, brake fluid renew, coolant renew, screen wash renew, key fob battery renew, will be applicable to extra charge.