R&A SCOTT
AUTO SERVICES LIMITED



MAJOR SERVICE

Customers Name:

Vehicle Registration Number:

Date:

Vehicle Make:

W.I.P. Number:

Vehicle Mileage:

Cam Belt Change Recommendation:	**PLEASE CHECK YOUR SERVICE HISTORY & KEEP YOUR CAM BELT RENEWAL UP TO DATE. SERIOUS ENGINE DAMAGE MAY OCCUR IF THE CAM BELT FAILS.**

Key √ = Completed. X = Requires Further Attention

1. Fit Protective Covers & Mats	

2. Change / Replace - If Applicable

Engine Oil	
Oil Filter / Filters	
Fuel Filter / Filters	
Air Filter	
Spark Plugs	

3. Check Levels & Top-up (If applicable)

Axles / Hubs oils	
Transmission Oils	
Screen Washers & Additive	
Power Steer Reservoir	
Brake Fluid	
Clutch Fluid	
Battery Electrolyte	
Coolant / Antifreeze Content	
Record Degree Of Frost Protection	

4. Grease / Lubricate (If applicable)

Chassis Points	
Oil Can Points	

5. Check

Condition / Operation of Lights, Mirrors, Horn	
Screen & Wiper Blade / Washer Operation	
Steering – Condition / Wear	
Suspension – Condition / Wear	
Brake Pipes - Condition	
If Fitted Remove Brake Drums. Check Cylinders & Caliper Condition. Brake Pads, Linings, Drum & Or Disc Condition.	
Service All Brakes.	
Condition / Adjustment Of All Hub Bearings.	

Coolant Hoses - Condition	
Fan Belt - Condition & Adjustment	
Cam Belt - Condition	
Wheel Nut Nm- 100	
Battery Terminals – Clean / Seal	
Tyre - Condition, Size, Pressures	
Wiper Blades	
Exhaust Condition	
Fuel / Oil / Fluid / Coolant leaks	

6. Adjust (If applicable)

Clutch	
Brakes	

7. Roller Brake Test

Brake Performance	

8. Smoke / Emissions Test

Emission Within Parameters	

10. Check Charge / Start Check

Electronically Check Charge / Start System	

11. Final Checks

Reset Service Light If Required	
Road Test	
Attach "Wheel Off" Sticker	
Remove Protective Covers & Mats	
Locking Wheel Nut Placed In:	

Tyre Sealant Kit Present	
Tyre Sealant Kit Expiry Date	

Brake Wear (%age Worn)

O/S/F _____ **O/S/R** _____

N/S/F _____ **N/S/R** _____

Service Carefully Completed By:

N.B. NOT ALL OPERATIONS ON THIS SERVICE DOCUMENT ARE REQUIRED ON ALL VEHICLES. WE WILL ONLY CARRY OUT THE OPERATIONS APPROPRIATE TO THE VEHICLE BEING SERVICED.

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DEFECTS AND RECTIFICATION REPORT

Customers Name:

Vehicle Registration Number:

Date:

Vehicle Make:

W.I.P. Number:

Vehicle Mileage:

Tyre Tread Depths (MM)

O/S/F		O/S/R OUTER	
		O/S/R INNER	
		N/S/R INNER	
N/S/F		N/S/R OUTER	

Vehicle Tyre Size

Key √ = Rectified. X = Requires Further Attention. OBS. = Observation

Item		Rectification	

Carefully Completed by:

R&A Scott Auto Services Limited
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Heapham Road Industrial Estate
Gainsborough
Lincolnshire DN21 1RZ
Tel: 01427 612210 www.ra-scott.co.uk

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