_____ Auto Repair

Quick visual check for every vehicle that comes in — 10 minutes, one page

Phone: _____
Email: _____
Address: _____

# 20-POINT PRE-SERVICE CHECK

| YEAR | MAKE | MODEL |
|---|---|---|
| | | |
| **VIN** | **LICENSE PLATE** | **MILEAGE** |
| | | |
| **TECHNICIAN** | **DATE** | **RO #** |
| | | |

OK  Advise — Recommend service  Urgent — Safety concern

| Inspection Item | OK | Advise | Urgent | Notes / Measurements |
|---|---|---|---|---|
| **FLUIDS** | | | | |
| 1. Engine oil — level & condition | ☐ | ☐ | ☐ | |
| 2. Coolant — level | ☐ | ☐ | ☐ | |
| 3. Brake fluid — level | ☐ | ☐ | ☐ | |
| 4. Power steering fluid | ☐ | ☐ | ☐ | |
| 5. Windshield washer fluid | ☐ | ☐ | ☐ | |
| **UNDER HOOD** | | | | |
| 6. Battery — terminals & hold-down | ☐ | ☐ | ☐ | |
| 7. Engine air filter | ☐ | ☐ | ☐ | |
| 8. Cabin air filter | ☐ | ☐ | ☐ | |
| 9. Drive belt(s) | ☐ | ☐ | ☐ | |
| 10. Hoses | ☐ | ☐ | ☐ | |
| **VISIBILITY & LIGHTS** | | | | |
| 11. Wiper blades | ☐ | ☐ | ☐ | |
| 12. Headlights | ☐ | ☐ | ☐ | |
| 13. Tail & brake lights | ☐ | ☐ | ☐ | |
| 14. Turn signals | ☐ | ☐ | ☐ | |
| 15. Horn | ☐ | ☐ | ☐ | |
| **TIRES & BRAKES** | | | | |
| 16. Tire pressure — all four | ☐ | ☐ | ☐ | |
| 17. Tread depth — all four | ☐ | ☐ | ☐ | |
| 18. Brake pads — visual | ☐ | ☐ | ☐ | |
| 19. Exhaust — visual | ☐ | ☐ | ☐ | |
| 20. Leaks under vehicle — visual | ☐ | ☐ | ☐ | |

ADVISED ITEMS & ESTIMATE GIVEN (Y / N)

Technician signature: _____ Customer signature: _____