

Automotive Workshop

What a major service adds: plugs, fuel & air filters, coolant, brake fluid, full inspection

Phone: _____

Email: _____

ABN: _____

MAJOR SERVICE CHECKLIST

YEAR	MAKE	MODEL
REGO	VIN	ODOMETER (KM)
TECHNICIAN	DATE (DD/MM/YYYY)	JOB NO.

☐ Done ☐ Advise: quote given for work found ☐ N/A: not on this vehicle / not due

Service item	Done	Advise	N/A	Notes / Measurements
STANDARD SERVICE ITEMS				
Engine oil & filter, replace	☐	☐	☐	
Air & cabin filters, replace	☐	☐	☐	
All fluids, check & top up	☐	☐	☐	
Safety check, tyres, brakes, lights, wipers	☐	☐	☐	
REPLACEMENT ITEMS (by km / manufacturer schedule)				
Spark plugs, replace	☐	☐	☐	
Fuel filter / water separator, replace (diesel: check schedule)	☐	☐	☐	
Coolant, drain & replace	☐	☐	☐	
Brake fluid, flush & replace	☐	☐	☐	
Transmission fluid, replace (if scheduled)	☐	☐	☐	
Diff / transfer case oil (if scheduled)	☐	☐	☐	
Drive belt, replace if due	☐	☐	☐	
Timing belt, replace if due (by km or years, whichever first)	☐	☐	☐	
FULL INSPECTION				
Brake pads & discs, measure (mm)	☐	☐	☐	
Tyres, tread (mm), pressure, wear pattern, rotate	☐	☐	☐	
Wheel alignment, check	☐	☐	☐	
Suspension & steering, bushes, ball joints, tie-rods, shocks	☐	☐	☐	
CV boots & driveshafts	☐	☐	☐	
Wheel bearings, play, noise	☐	☐	☐	
Grease points (utes / 4WD)	☐	☐	☐	
Exhaust & mounts	☐	☐	☐	
Battery, load test	☐	☐	☐	
Cooling system, pressure test, cap, hoses	☐	☐	☐	
Fuel system, lines, cap	☐	☐	☐	
Body & underbody, rust, damage	☐	☐	☐	
ELECTRONICS				
Diagnostic scan, read & clear codes	☐	☐	☐	
Warning lights	☐	☐	☐	
Lights, indicators, horn, wipers	☐	☐	☐	

Service item	Done	Advise	N/A	Notes / Measurements
Air con performance	☐	☐	☐	
FINISH				
Reset service indicator	☐	☐	☐	
Service due sticker & logbook stamped	☐	☐	☐	
Road test	☐	☐	☐	
Health check report & quote for recommended work	☐	☐	☐	
Next service due: _____	☐	☐	☐	
TECHNICIAN NOTES / RECOMMENDED WORK				

Technician signature: _____
 Customer signature: _____