

## Automobile Preventative Maintenance Program

### Every 5,000 miles

- Change the engine oil (more often if high mileage)
- Change the oil filter
- Lube the chassis
- Check all fluid levels
- Check all drive belts
- Check all hoses

### Every 15,000 miles

- Replace air filter and element
- Replace fuel filter
- Replace crankcase ventilation valve

### Every 24,000 miles

- Change the transmission fluid and filter

### Every 6 months

- Rotate the tires
- Inspect the brake linings
- Inspect the hoses
- Inspect the power steering
- Inspect the shocks

### Every year

- Car should be tuned up once a year in the fall
- Have front end checked for alignment

### Every two years

- Antifreeze should be drained and the system flushed
- Refill with antifreeze and a water pump lubrication conditioner

COMMERCIAL VEHICLE SERVICE LOG

Vehicle ID \_\_\_\_\_ Date \_\_\_\_\_ Mileage \_\_\_\_\_  
Vehicle number \_\_\_\_\_ Done by \_\_\_\_\_

**Items Serviced**

- |   |  |
|---|--|
| <input type="checkbox"/> Oil filters                      | <input type="checkbox"/> Grease in rear ends - Last changed _____    |
| <input type="checkbox"/> Fuel filters                     | <input type="checkbox"/> Grease in transmission - Last changed _____ |
| <input type="checkbox"/> Air filter - Last changed: _____ | <input type="checkbox"/> Steering gear box                           |
| <input type="checkbox"/> Fan shroud                       | <input type="checkbox"/> Shift lever box                             |
| <input type="checkbox"/> Fan belts                        | <input type="checkbox"/> Air in tires, low                           |
| <input type="checkbox"/> Alternator belts                 | <input type="checkbox"/> Throw out bearings                          |
| <input type="checkbox"/> Motor mounts                     | <input type="checkbox"/> Check wheels for loose lugnuts              |
| <input type="checkbox"/> Grease entire bus/truck          | <input type="checkbox"/> Check king pins & bearings looseness        |
| <input type="checkbox"/> Check for broken springs         | <input type="checkbox"/> Check front tires for cuts                  |
| <input type="checkbox"/> Check all lights                 | <input type="checkbox"/> Check clutch free play                      |
| <input type="checkbox"/> Grease PTO shaft                 | <input type="checkbox"/> Check brake adjustment                      |
| <input type="checkbox"/> Batteries checked                | <input type="checkbox"/> Water filter changed                        |
| <input type="checkbox"/> Cables checked                   | <input type="checkbox"/> Antifreeze in radiator                      |
| <input type="checkbox"/> Radiator & heat hoses            | <input type="checkbox"/> Check safety triangles, flares              |
| <input type="checkbox"/> Starter                          | <input type="checkbox"/> Fire extinguisher                           |
| <input type="checkbox"/> U-Joints                         | <input type="checkbox"/> First aid kit                               |

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Comments: \_\_\_\_\_

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5,000 Mile Grease Mileage \_\_\_\_\_  
Comments: Done by \_\_\_\_\_

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10,000 Mile Grease Mileage \_\_\_\_\_  
Comments: Done by \_\_\_\_\_