



## Vehicle Maintenance Checklist

**DRIVER INSPECTIONS** can be done routinely by vehicle owners:

Item	When to Check	What to Check
Headlights	Weekly	Dirt, burnt-out bulb, alignment
Other lights ( <i>brake/signal</i> )	Weekly	Burnt-out bulbs, dirt
Windows	Daily	Pits, scratches, dirt, cracks
Tires	Monthly	Air pressure, cuts, tread wear, alignment (don't forget the spare if you have one!)
Brakes	Daily	Pedal pressure, travel smooth/straight
Steering	Daily	Wheel play, stiffness in steering
Suspension	After winter; difficult to control before and after winter (detailed)	Excessive bouncing, swaying, leaning
Exhaust	Daily	Noise, fumes, leaks
Wipers	Monthly	Wiper blades, washer fluid
Under the Hood	Weekly/Monthly/Yearly	Engine oil, fluids (automatic transmission, power steering, brake, engine coolant), battery connection, belts, hoses, air filter

**SCHEDULED INSPECTIONS\*** should be performed by a service facility:

Item	When to Check	What to Check
Engine tune-up	Annually	Spark plugs, spark plug wires, air filter, fuel filter, PCV valve, fuel injection, drive belts, hoses, exhaust system
Cooling system	Every two years	Hoses, drive belts, coolant, radiator leaks, water pump, heater core, pressure test, thermostat
Engine oil	Refer to owner's manual	Filter, leaks, suspension, lubrication, differential oil, suspension system
Automatic Transmission	Every 18,000-24,000 miles	Fluid level, fluid condition, gear slippage
Brakes	Twice a year	Brake pad/shoe wear, fluid level, rotor/drum wear
Air Conditioning System	Annually	Freon level, leaks and vents

*\*Maintenance intervals may vary with different vehicle makes and models. For information on your specific vehicle, consult the owner's manual.*