PREVENTIVE MAINTENANCE CHECKLIST

Customer's Name:	Emily Davis	**Date:**	10-July-2024
Units:	20	**Time:**	10:00 AM
Mechanic:	David Brown	**Next Date:**	10-May-2025

Services	Daily	Weekly	Monthly	3 Months	6 Months	Yearly
Check Engine Oil	☐	☐	☐	☐	☐	☐
Inspect Fluid Levels	☐	☐	☐	☐	☐	☐
Inspect Belts and Hoses	☐	☐	☐	☐	☐	☐
Inspect Tires	☐	☐	☐	☐	☐	☐
Check Brakes	☐	☐	☐	☐	☐	☐
Inspect Lights	☐	☐	☐	☐	☐	☐
Inspect Filters	☐	☐	☐	☐	☐	☐
Inspect Suspension	☐	☐	☐	☐	☐	☐
Inspect Steering	☐	☐	☐	☐	☐	☐
Inspect Exhaust System	☐	☐	☐	☐	☐	☐
Check Wipers and Washers	☐	☐	☐	☐	☐	☐
Inspect Cooling System	☐	☐	☐	☐	☐	☐
Air Filter Replacement	☐	☐	☐	☐	☐	☐
Battery Check and Replacement	☐	☐	☐	☐	☐	☐
Wheel Alignment	☐	☐	☐	☐	☐	☐
Oil Filter Replacement	☐	☐	☐	☐	☐	☐
Clean Fuel Injector	☐	☐	☐	☐	☐	☐
Coolant Flush	☐	☐	☐	☐	☐	☐
Transmission Fluid Change	☐	☐	☐	☐	☐	☐
Tire Rotation and Alignment	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐