

UTAH TRANSIT AUTHORITY			
RIDESHARE/VANPOOL FORD PREVENTATIVE MAINTENANCE INSPECTION LIST			
VEHICLE UNIT NUMBER:		MILEAGE:	
DATE OF SERVICE:		LAST 6 OF THE VIN:	
CONTRACTOR NAME:		LICENSE PLATE NUMBER:	
MECHANIC NAME:		INVOICE NUMBER:	
		UTA APPROVAL (NAME):	

INDICATE IN SLOT to indicate whether an item was okay, adjust, and/or repairs are needed. Using As Labeled: \checkmark = Okay – Item checked is ready for service; **X** = Adjust – Item checked has been replaced and is ready for service. **0** = Repairs needed – Any items requiring repair

“E” Service Inspection

(5,000 Miles or Six-Months whichever comes first)

- ___01. Change Engine Oil & Replace Oil Filter (**OEM or equivalent**)
- ___02. Fill & Check Engine Oil Fluid
- ___03. Lubricate ALL Chassis & Steering Linkages
(Ball Joints, Steering Linkage Equipped with zerk fittings)
- ___04. **Rotate & Inspect Tires for Wear**
- ___05. Check ALL Lug Nuts (Torque to OEM specifications.)
- ___06. **Check and record tire Pressure (Including Spare)**
- ___07. Check & top Off Listed Fluids & Levels using OEM recommended fluids
- ___08. Brake Fluid: (*If low, notify UTA*)
- ___09. Coolant Level
- ___10. Coolant Protection Level: _____ °F
- ___11. Automatic Transmission Fluid
- ___12. Power Steering Fluid
- ___13. Windshield Washer Fluid
- ___14. Differential Fluid Level: SAE 75W-140 Synthetic
- ___15. Check Heating & A/C Operations, Switches & Temperature Controls
- ___16. Check Instruments & Dash Lights for Operation
- ___17. Safety Equipment Checks: Horn & Seat Belts
- ___18. Check: Exterior Lights, Turn Signal & 4 Way Hazards Warning Lights
- ___19. Check Wiper Operation & Blade Condition
- ___20. Check Washer Operation & Spray Patterns
- ___21. Check Battery terminals & Charging Voltage, Voltage Reading _____
- ___22. Inspect Engine Air Filter Element (Replace as necessary)
- ___23. Inspect Serpentine / Accessory Belts
- ___24. Inspect Engine/Transmission & Differential for leaks
- ___25. Inspect Fuel System for Leaks
- ___26. Inspect All Coolant Hoses for Leaks and Wear
- ___27. Parking Brake Operation
- ___28. **Check and record Brake Lining/Pad Wear**
- ___29. Caliper Condition
- ___30. Rotor Condition
- ___31. Brake Hoses & Lines for cracks or Leaks
- ___32. Inspect Driveline & U-Joints for Wear
- ___33. Check Exhaust System for Leaks or Broken Hangers
- ___34. Inspect Suspension, Steering, Torsion Bars, Shocks for Wear
- ___35. Lubricate door locks (WD-40 Spray)

30,000 MILE “D” Service Inspection
(Also Includes “E” Service)

- ___39. Replace fuel filter (if applicable)

60,000 MILE “C” Service Inspection
(Also Includes “D” and “E” services)

- ___40. Change transmission fluid and filter
- ___41. Replace Serpentine Belt / Accessory Belts (as required)

90,000 MILE “B” Service Inspection
(Also Includes “D” and “E” Services)

- ___42. Replace Spark Plugs
- ___43. Change Rear Differential Fluid
Using SAE 75W-140 Synthetic
- ___44. Replace coolant (as per OEM specs)

Please record Tire Pressure, Tread depth and brake pad measurement at every maintenance service.

<u>Tire Pressure</u>	<u>Tread depth</u>
LF _____ RF _____	LF _____ RF _____
LR _____ RR _____	LR _____ RR _____

Brake pad measurement

LF _____ RF _____	LR _____ RR _____
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Important!!!
Is there a current **registration and insurance card** in the van YES NO

If “NO” please notify UTA Vanpool Maintenance Representativ

UPDATE MAINTENANCE REMINDER STICKER TO 5,000 MILES OR EVERY SIX-MONTHS