


Caravan Annual Service Checklist		Date:			
Customer Name		Invoice Ref			
Make/Model	Year				
Wheel bolt torque should be rechecked after 20 miles and before <u>EVERY TRIP</u>.					
Please refer to manufacturers guidance					
(P) Pass (F) Fail (N/A) Not Applicable (R) Rectified					
Chassis & Running Gear		P	F	N/A	R
Coupling head-check wear/damage & lubricate					
Ball acting stabiliser-check pads					
Coupling head gaiter-check for splits					
Breakaway cable & clip-check condition, routing & integrity					
Drawbar-check					
Corner steadies - check for damage, operation & lubricate					
Spare wheel carrier - check for damage, operation & lubricate					
Jockey wheel - check condition, operation & lubricate					
Chassis-check condition, security of assemblies including, chassis to floor security					
Wheels & tyres - Recorded on Summary Sheet					
Suspension-Visually check condition of rubbers,bushes,dampers & springs					
Remove brake drums-clean & check hub bearings & seals					
Brake shoes-clean & check condition of linings (including springs & expanders)					
Brake rods, cables & supports-check operation, lubricate & adjust					
Refit brake drums - adjust brakes & check operation					
Handbrake mechanism-check operation, adjust & lubricate					
Electrical systems					
13 pin/7 pin plugs & cables-check condition & test					
Road lights & reflectors-check condition & operation					
Leisure Battery (if fitted)-check condition of battery - record idle voltage					
Battery compartment					
Fridge-check operation from 12s/13 pin plug					
Interior lighting & equipment-check operation & fuse rating					
Awning light-check operation					
Wiring earths-check for defects on all ELV circuits (Visual check)					
LV inlet plug & extension lead-check condition & resistance across connection pins					
Earth bonding-carry out resistance check					
Consumer Unit Operation, RCD test button & MCB Operation					
230v sockets-carry out plug top polarity test					
Charger - check output charge					
Fridge-check operation of fridge on 230v					
Check electric hob operation (if fitted)					
Check operation of all other 230v appliances, fans & luminaries					
Check that any additional items fitted are to the correct standard					
Air conditioning (if fitted)-check operation					
Important - Appliances are checked for operation only, additional servicing may be required for warranty purposes or operational purposes. All work has been carried out in accordance with the latest AWS Standard Working Procedures					



CARAVAN SERVICING 4u

.co.uk



Approved
Mobile
Workshop

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(P) Pass (F) Fail (N/A) Not Applicable (R) Rectified	
Gas System (Gas Appliances not serviced unless requested)	P F N/A R
Regulator Date	Gas Hose Date
Regulator, gas hose -check age, performance & security	
Carry out gas soundness test	
Appliances-check operation of all gas appliances fitted including FFD's	
Gas cylinder-check security	
Ensure all gas dispersal vents are clear	
Water System	
Water pump & pressure switch-check operation	
Taps,micro-switch,valves,pipes & tank (if fitted) - condition & operatio	
Water filter & housing-check for leaks & replace filter if necessary	
Waste system-check for leaks	
Drain down-winter only (unless advised not to by the customer)	
Toilet-check security, operation of flush pump & lubricate seals	
Ventilation	
Fixed ventilation-check for obstruction & free flow of air	
Roof lights-check for cracks, operation & free of obstructions	
Fire & Safety	
Smoke Alarm Date	
Carbon Monoxide Alarm Date	
Smoke alarm-check operation & replace battery if necessary	
Carbon Monoxide alarm-check operation	
If a fire extinguisher is fitted, check	
If a fire blanket is fitted-check security of its housing	
Bodywork	
Doors & windows-Check operation of all locks,catches,stays & seals	
Roof-check condition of roof, rooflights & seals	
Grab Handles-check security & sealing	
Number plate-check legibility & security	
Floor-check for sponginess/delamination	
Furniture-check condition & operation of doors, handles & fixings	
Blinds & fly screens-check tension, operation & material for damage	
Rising Roof (if applicable)	
Damp test-carry out & note readings on a separate damp report sheet	