



Mobile Caravan Engineers Association

servicing engineer stamp

Service and Safety Check Schedule

Customers Name:		Ref / vin No:
Make and Model:		
Bodywork Exterior		Comments:
Check condition and security of body panels		
Check operation of door locks, catches and hinges and lubricate		
Check condition and security of all trims, inserts and sealants		
Check windows and seals for damage		
Check condition and security of grab handles		
Check security of body attachments (ladders, aerials, cycle racks etc)		
Bodywork Interior		Comments:
Damp meter test (see attached report)		
Check floor for delamination		
Check operation of cupboard hinges, catches, locks and stays		
Check operation and condition of all window catches, stays and seals		
Check operation and security of all skylights		
Check operation of blinds and fly screens. Adjust if required		
Check fixed ventilation openings for free flow of air		
Water System and Appliances		Comments:
Check operation and condition of water pump		
Check operation of pressure switch and adjust if required		
Check condition of water filter and housing (replace filter if required)		
Check operation of taps and shower fittings (including external taps if fitted)		
Check overall condition of fresh and waste water pipes and fittings		
Check toilet for operation and condition of seal, blade and flush		
Check drain plugs for seal and operation (Drain down system in winter)		
Gas Supply and Appliances		Comments:
Fridge not serviced unless requested		
Check regulator performance and carry out leak test		
Check condition and date of flexible hose		
Check condition and security of all pipe work		
Check condition of LPG sticker on locker and security of gas bottles		
Check gas dispersal holes for obstructions		
Check fridge ignition, FFD and cooling		
Check operation of cooker, hob and oven. Ignition, flame and FFD		
Check operation of space heater. Ignition, flame, FFD and CO room test		
Check operation of water heater. Ignition, flame, FFD and heating		
Check operation and condition of external gas point if fitted		

Electrical Systems 240v				Comments:	
Check condition of inlet plug and hook up cable (when available)					
Operation of RCD, MCB's and earth bonding					
Check condition of wiring, sockets and fixed connections					
Check operation of battery charger					
Check mains operation of fridge					
Check mains operation of cooker and hob					
Check mains operation of water heater					
Check mains operation of space heater					
Electrical Systems 12v				Comments:	
Check condition of 12N and 12S plugs and cables					
Check condition and operation of road lights and reflectors					
Check condition of wiring, sockets and fuses					
Check functions of 12S system (charging, fridge, lights etc)					
Check operation of battery charger					
Check condition of battery. Clean and lubricate terminals					
Check operation of all 12v lights including awning light					
Check blown air system					
Fire and safety				Comments:	
Check condition of security, smoke and carbon monoxide alarms					
Check condition, type and expiry date of fire extinguisher					
Check condition and location of fire blanket					
Check operation, function and safety of DIY additions					
Chassis and Running Gear				Comments:	
Check coupling head and safety catch for wear and lubricate if required					
Check and clean pads on ball acting stabiliser					
Check condition and routing of breakaway cable and clip					
Check operation of overrun piston and lubricate					
Check operation of jockey wheel clean and lubricate					
Check operation of handbrake and lubricate					
Check brake rods, cables and supports					
Remove wheels and check tyres for wear, damage, age and pressure					
Remove brake drums check bearings, seals and linings. Clean and lubricate					
Replace drum with new split pin or one shot nut and torque as required					
Adjust brakes at drum and check free play in the linkage and at handbrake					
Replace road wheels and torque wheel nuts / bolts to manufacturers settings					
Check condition and security of chassis and attachment to body					
Check operation of suspension assemblies					
Check corner steadies operation and lubricate					
Check spare wheel carrier and folding step for operation and lubricate					
Torque settings		Hub	Wheel	Witness Signature	
Tyres		Front axle		Rear Axle	
Tread depth		L	R	L	R
Pressure		L	R	L	R
				Spare	

Note:

Wheel nuts and tyre pressures should be checked at the start of every Journey by the owner.
Remember to drain water systems at the end of your season to avoid frost damage to taps and pipes etc.

The above is only a report of the condition of the vehicle at the time of service. Guarantee or warranty is not offered or implied in any way

Signed:

Date: