

Mr/Mrs/Ms

Model

Reg No

Invoice/Job No

Odometer reading

VIN

Inspection	Inspection	Inspection	Inspection
A	B	C	D

See back page for maintenance plan

Service type

Service required

Adjust/Lubricate/Replace - Labour cost including in scheduled time except items marked*

Check - After the checking procedure, cleaning, adjusting, repairing or replacing is subject to extra labour and material cost



MGZR
(Petrol models)

MAINTENANCE CHECK SHEET

PRELIMINARY

- 1 Before commencing work, check for any outstanding service actions
- A B C D VEHICLE INTERIOR**
- 2 Check handbrake operation
- 3 Adjust handbrake - **First 15,000 miles only/first year**
- 4 Check lamps, horns, and system warning indicators
- 5 Check screen wipers and washers
- 6 Replace alarm handset batteries
- 7 Lubricate strikers, latches (use Rover lock grease) door hinges and door checks
- 8 Check seatbelt and airbag module covers - **36 months and then every year**

VEHICLE EXTERIOR

- 9 Lubricate sunroof seal
- 10 Remove front road wheels
- 11 Check front brake linings, disc, callipers, hoses and pipes
- 12 Check wheel bearings, drive shafts and gaiters
- 13 Check suspension and steering for signs of leaking or wear
- 14 Remove rear road wheels
- 15 Check road wheels
- 16 Check rear brake linings, drums, disc, cylinders, caliper's, hoses and pipes
- 17 Check tyre pressures and adjust if necessary, including spare (bar)
- LHF RHF RHR LHR Spare
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- 18 Check tyre for damage and tread depth, including spare (mm)
- 19 Check front screen number plates and V.I.N. - **36 months and then every year**
- 20 Check exhaust system and heat shields
- 21 Annual corrosion/cosmetic inspection - **Using annual corrosion inspection sheet**

UNDER BONNET

- 22 Replace engine oil and filter
- 23 Replace manual gearbox oil - **Every 105,000 miles/7 years**
- 24 Replace automatic gearbox oil
- 25 Replace antifreeze* - **Every 2 years AFC, every 4 years XLC (OAT)**
- 26 Check battery connections and antifreeze
- 27 Check brake, PAS & gearbox fluid levels
- 28 Replace fuel filter - **Every 60,000 miles/4 years**
- 29 Check pressure sensing hoses and vacuum pipes

A B C D UNDER BONNET

- 30 Replace camshaft drive belt - **Not VVC**
- 31 Replace camshaft drive belt - **VVC Every 60,000 miles/4 years**
- 32 Replace rear camshaft drive belt - **VVC Every 60,000 miles/4 years**
- 33 Check cooling system hoses and connections for signs of leakage and condition
- 34 Check fuel & clutch pipes and hoses for signs of leakage and condition
- 35 Check condition of crankcase vent hoses & valves where fitted
- 36 Replace air intake pollen filter (if fitted)
- 37 Check air conditioning system, hoses and sight glass
- 38 Check auxiliary drive belts tension and condition
- 39 Replace auxiliary drive belts - **Every 120,000 miles/8 years**
- 40 Replace air cleaner element - **Every 45,000 miles/3 years**
- 41 Replace spark plugs - **Every 60,000 miles/4 years**
- 42 Replace brake fluid - **Every 24 months regardless of mileage* Indicate replacement on service record)**
- 15 YEAR REPLACEMENT**
- 43 Replace airbag module(s)*
- 44 Replace seatbelt pre-tensioners regardless of mileage*
- 45 Replace airbag rotary coupler*
- AFTER EACH SERVICE**
- 46 Check oxygen sensor operation - **at 36 months and then every 12 months**
- 47 Check exhaust emissions at tailpipe - **at 36 months an then every 12 months (Record CO%)**
- 48 Carry out road test, check for the correct function of all vehicle systems

The maintenance items listed are those recommended for vehicles operating under normal driving, road and climatic conditions. More frequent attention may be necessary if the vehicle is subject to stop/start operation, extremes of temperature, dusty conditions or frequent towing of trailers.

Service check completed, cosmetic/corrosion inspection check completed and service portfolio book stamped.

Name

Signature

Date

C7/01

RCL 04/7eng

MAINTENANCE PLAN

The following table indicates the time and distance intervals at which the relevant services are required. However in some cases, where lower than average distance is covered, the service should be carried out at the yearly intervals stated below.

The services must be carried out at the distance or time intervals listed below **(Which ever occurs first)**

Approximate Distance/Years	Inspection (A)	Inspection (B)	Inspection (C)	Inspection (D)
15,000 miles/1 Year	X			
30,000 miles/2 Years		X		
45,000 miles/3 Years	X			
60,000 miles/4 Years			X	
75,000 miles/5 Years	X			
90,000 miles/6 Years				X
105,000 miles/7 Years	X			
120,000 miles/8 Years		X		
135,000 miles/9 Years	X			
150,000 miles/10 Years			X	

ARDUOUS DRIVING CONDITIONS - ADDITIONAL REQUIREMENTS

Driving Condition	Maintenance Item	Task	Interval
V W X Z	Engine oil and filter	R	Every 7,500 miles or 6 months
W Y	Air cleaner element - all models	R	Every 15,000 miles or 12 months
W X Y	Ancillary drive belt - all models	I	Every 15,000 miles or 12 months
W Y Z	Front and rear brakes - all models	I	Every 15,000 miles or 12 months
W Y	Suspension and steering components	I	Every 15,000 miles or 12 months

Driving Condition Code

- V** = Repeated short distance driving (e.g. up to 5 miles), or stop start driving or idling for long periods
- W** = Driving in dusty and/or sandy conditions
- X** = Driving in extremely hot conditions
- Y** = Driving on rough and/or muddy roads
- Z** = Towing a trailer or driving in mountainous conditions

Task Codes

- I** = Inspection
- R** = Replace
- S** = Service