

Mr/Mrs/Ms _____ Model _____ Reg No _____
Invoice/Job No _____ Odometer reading _____ VIN _____

Service type	FS	A	B	A	B	A	B	A	B		
Months/000km	3/5	12/20	24/40	36/60	48/80	60/100	72/120	84/140	96/160		

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



MGF
Pre ECD3 only - pre VIN no. RD522572

MAINTENANCE CHECK SHEET

PRELIMINARY

- 1 ☐ ☐ Before commencing work, check for any outstanding service actions

FS

FIRST SERVICE

- 2 ☐ 5k Replace engine oil and filter - **First 5000 kilometres only**
3 ☐ 5k Check suspension height and adjust if necessary - record details
☐ LHF ☐ RHF ☐ RHR ☐ LHR

A B

MAIN SERVICE - (VEHICLE INTERIOR)

- 4 ☐ ☐ Adjust handbrake - **First 20,000 kilometres only**
5 ☐ ☐ Check handbrake operation
6 ☐ ☐ Check seatbelt and airbag module covers - **36 months and then every 12 months**
7 ☐ ☐ Lubricate strikers, latches (use Rover lock grease) door hinges and door checks
8 ☐ ☐ Lubricate hood pivot points (remove hard top if necessary)
9 ☐ ☐ Replace alarm handset batteries

MAIN SERVICE - (VEHICLE EXTERIOR)

- 10 ☐ ☐ Annual corrosion/cosmetic inspection - **Using annual corrosion inspection sheet**
11 ☐ ☐ Check front brake linings, disc, calipers, hoses and pipes
12 ☐ ☐ Check rear brake linings, disc, calipers, hoses and pipes
13 ☐ ☐ Grease suspension pivots
14 ☐ ☐ Check suspension and steering for signs of leaking or wear
15 ☐ ☐ Check suspension height and adjust if necessary - record details
☐ LHF ☐ RHF ☐ RHR ☐ LHR
16 ☐ ☐ Check wheel bearings, drive shafts and gaiters
17 ☐ ☐ Check lamps, horns, and system warning indicators
18 ☐ ☐ Check screen wipers and washers
19 ☐ ☐ Check front screen number plates and V.I.N. - **36 months and then every 12 months**
20 ☐ ☐ Remove front road wheels
21 ☐ ☐ Remove rear road wheels
22 ☐ ☐ Check road wheels
23 ☐ ☐ Check tyre for damage and tread depth including spare (mm)
☐ LHF ☐ RHF ☐ RHR ☐ LHR ☐ Spare
24 ☐ ☐ Check tyre pressures and adjust if necessary, including spare (bar)
☐ LHF ☐ RHF ☐ RHR ☐ LHR ☐ Spare

MAIN SERVICE - (ENGINE BAY)

- 25 ☐ ☐ Remove engine service hatch
26 ☐ ☐ Remove engine access cover - **Every 100,000 km**
27 ☐ ☐ Replace engine oil and filter

- 28 ☐ ☐ Replace antifreeze* - **Every 2 years AFC, every 4 years XLC (OAT)**
29 ☐ ☐ Replace camshaft drive belt - **Every 100,000 km**
30 ☐ ☐ Replace rear camshaft drive belt **VVC - Every 100,000 km**
31 ☐ ☐ Replace manual gearbox oil - **Every 160,000 km**
32 ☐ ☐ Replace automatic gearbox oil
33 ☐ ☐ Check automatic gearbox level
34 ☐ ☐ Check battery connections and antifreeze
35 ☐ ☐ Check brake, clutch & gearbox fluid levels
36 ☐ ☐ Check pressure sensing hoses and vacuum pipes
37 ☐ ☐ Check cooling system hoses and connections for signs of leakage and condition
38 ☐ ☐ Check fuel & clutch pipes and hoses for signs of leakage and condition
39 ☐ ☐ Check condition of crankcase vent hoses & valves where fitted
40 ☐ ☐ Check air conditioning system, hoses and sight glass
41 ☐ ☐ Check auxiliary drive belts tension and condition
42 ☐ ☐ Replace air cleaner element
43 ☐ ☐ Replace fuel filter - **Every 100,000 km**
44 ☐ ☐ Replace spark plugs - **Every 100,000 km**
45 ☐ ☐ Replace brake fluid - **Every 24 months regardless of mileage* (indicate replacement on service record)**
46 ☐ ☐ Check exhaust system and heat shields

10 YEAR REPLACEMENT - AIRBAGS

- 47 ☐ ☐ Replace airbag module(s)*
48 ☐ ☐ Replace airbag rotary coupler* - **When driver only airbag fitted**

AFTER EACH MAIN SERVICE

- 49 ☐ ☐ Check oxygen sensor operation - **at 36 months and then every 12 months**
50 ☐ ☐ Check CO at tailpipe - **at 36 months and then every 12 months. (Record CO%)**
51 ☐ ☐ 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 _____

GLOSSARY

FIRST SERVICE = The first service required after sale of vehicle. ***This service is only applicable to certain models as indicated by the maintenance check sheet.***

MAIN SERVICE = The main service is applicable to all vehicles. It is carried out at 12 months or 20,000 km intervals, whichever occurs first.

Main Service 'A'

Is applicable at 12 months/20,000 km, 36 months/60,000 km, 60 months/100,000 km, 84 months/140,000 km and so on.

Main Service 'B'

Is applicable at 24 months/40,000 km, 48 months/80,000 km, 72 months/120,000, 96 months/160,000 km and so on. Some items do not need to be carried out at every main service and these items are identified by an indicator in the tick box e.g.100k. (This indicates that this item is only applicable every 60 months/100,000 km)

For full details regarding the operations contained in this maintenance check sheet, please refer to the workshop manual.