

Mr/Mrs/Ms _____ Model _____ Reg No _____

Invoice/Job No _____ Odometer reading _____ VIN _____

Service type	FS	A	B	A	B	A	B	A	B		
Months/,000miles	3	12	24	36	48	60	72	84	96		

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. RD 522572

MAINTENANCE CHECK SHEET

PRELIMINARY

1 Before commencing work, check for any outstanding service actions

FS FIRST SERVICE

2 3k Replace engine oil and filter - **First 3000 miles only**

3 3k Check suspension height and adjust if necessary - record details
 LHF RHF RHR LHR

A B MAIN SERVICE - (VEHICLE INTERIOR)

4 Adjust handbrake - **First 12,000 miles 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 60,000 miles**

27 Replace engine oil and filter

28 Replace antifreeze* - **Every 2 years AFC, every 4 years XLC (OAT)**

29 Replace camshaft drive belt - **Every 60,000 miles**

30 Replace rear camshaft drive belt **VVC - Every 60,000 miles**

31 Replace manual gearbox oil - **Every 96,000 miles**

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 60,000 miles**

44 Replace spark plugs - **Every 60,000 miles**

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 12,000 miles intervals, whichever occurs first.

Main Service 'A'

Is applicable at 12 months/12,000 miles, 36 months/36,000 miles, 60 months/60,000 miles, 84 months/84,000 miles and so on.

Main Service 'B'

Is applicable at 24 months/24,000 miles, 48 months/48,000 miles, 72 months/72,000 miles, 96 months/96,000 miles 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. 60k. (This indicates that this item is only applicable every 60 months/60,000 miles)

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