



PLANNED MAINTENANCE

Work Order Number: _____

Date _____

Company Name		Customer No.		P.O. No.	
Contact Name		Make	Hr. Meter	Unit No.	
Telephone No.	Fax No.	Model			
Address		Serial No.			
City		P.M. Charge		Mechanic	

PLANNED MAINTENANCE SERVICE

- | | | |
|---|---|--|
| 1. <input type="checkbox"/> Check for operation | 11. <input type="checkbox"/> Check & top off all fluids | 20. <input type="checkbox"/> Check & adjust timing (if needed) |
| 2. <input type="checkbox"/> Visual inspection | 12. <input type="checkbox"/> Check steering | 21. <input type="checkbox"/> Check LP system |
| 3. <input type="checkbox"/> Horn | 13. <input type="checkbox"/> Check all wheels | 22. <input type="checkbox"/> Check or replace air filter |
| 4. <input type="checkbox"/> Lights | 14. <input type="checkbox"/> Check & lubricate mast, chain & grease fittings | 23. <input type="checkbox"/> Change motor oil & filter |
| 5. <input type="checkbox"/> Check hydraulic system | 15. <input type="checkbox"/> Check radiator & reservoir | 24. <input type="checkbox"/> Check SCR system operation |
| 6. <input type="checkbox"/> Check all switches | 16. <input type="checkbox"/> Check transmission & operation | 25. <input type="checkbox"/> Check & inspect battery, water level |
| 7. <input type="checkbox"/> Check forward & reverse lever | 17. <input type="checkbox"/> Blow out radiator core & clean machine with compressed air | 26. <input type="checkbox"/> Check battery cables & connectors |
| 8. <input type="checkbox"/> Check/test brake & parking brake (adjust if needed) | 18. <input type="checkbox"/> Check spark plug, wires, cap & rotor | 27. <input type="checkbox"/> Check & inspect contactors |
| 9. <input type="checkbox"/> Check cylinders | 19. <input type="checkbox"/> Check & adjust carburetor and governor (if needed) | 28. <input type="checkbox"/> Check & inspect all electric motors brushes (when accessible) |
| 10. <input type="checkbox"/> Check for leaks | | 29. <input type="checkbox"/> Check charging system (built-in) |
- ✓ = OK X = needs repair O = adjust

Mechanic's recommendation: _____

Qty.	PN	Description	Qty.	PN	Description

CUSTOMER SIGNATURE: _____ PRINT NAME: _____ DATE: _____