

UTAH TRANSIT AUTHORITY			
RIDESHARE/VAN-POOL 2010 ONLY TOYOTA SIENNA PREVENTATIVE MAINTENANCE INSPECTION CHECKLIST			
VEHICLE UNIT NUMBER:		MILEAGE:	
DATE OF SERVICE:		LAST 6 OF VIN NUMBER:	
VENDOR NAME:		LICENSE PLATE NUMBER:	
MECHANIC NAME:		INVOICE NUMBER:	
		UTA APPROVAL (NAME):	

INDICATE IN SLOT to indicate whether an item was okay, adjust, and/or repairs are needed... Using As Labeled: "√" = Okay - Item checked is ready for service; "X" = Adjust – Item checked has been replaced and is ready for service: "0"= Repairs needed – Any items requiring repair.

"E" Service inspection
(5,000 Miles or every Six-Months whichever comes first)

- ___ 01. Change Engine Oil & Replace Oil Filter (**OEM or equivalent**)
- ___ 02. Fill & Check Engine Oil Fluid
- ___ 03. Lubricate ALL Chassis & Steering Linkages as required
- ___ 04. **Rotate & Inspect Tires for Wear**
- ___ 05. Check ALL Lug Nuts (Torque to OEM specification)
- ___ 06. **Check and record Tire Pressure (Including Spare)**
- ___ 07. Check & "top off" all fluids using OEM recommended fluids
- ___ 08. Brake Fluid: (**If low contact UTA**)
- ___ 09. Coolant Level
- ___ 10. Automatic Transmission Fluid
- ___ 11. Power Steering Fluid
- ___ 12. Windshield Washer Fluid
- ___ 13. Safety Equipment Checks: Horn & Seat Belts
- ___ 14. Check Instruments & Dash Lights for Operation
- ___ 15. Check Heating & A/C Operations, Switches & Temperature Controls
- ___ 16. Check Exterior Lights, Turn Signal & 4 Way Hazard Warning Lights
- ___ 17. Check Wiper Operation & Blade Condition
- ___ 18. Check Washer Operation & Spray Patterns
- ___ 19. Check Battery terminals & Charging Voltage, Voltage Reading: _____
- ___ 20. Inspect Engine Air Filter Element (replace as necessary)
- ___ 21. Inspect Serpentine / Accessory Belts
- ___ 22. Inspect Engine/Transmission & Differential for leaks
- ___ 23. Parking Brake Operation
- ___ 24. **Inspect and record brake pads/linings wear**
- ___ 25. Caliper Condition
- ___ 26. Rotor Condition
- ___ 27. Brake Hoses & Lines for Leaks
- ___ 28. Inspect Driveline & U-Joints for Wear
- ___ 29. Check Exhaust System for Leaks or Broken Hangers
- ___ 30. Inspect Suspension, Steering, Shocks, and CV axles and boots
- ___ 31. Inspect Fuel System for Leaks
- ___ 32. Inspect All Coolant Hoses for Leaks and Wear

30,000 Mile "D" Service Inspection
(Also Includes "E" service)

- ___ 33. Replace cabin air filter
- ___ 34. Inspect and tighten driveshaft bolts
- ___ 35. Check differential fluid level (Hypoid gear oil API GL-5)

60,000 Mile "C" Service Inspection
(Also Includes "D" and "E" services)

- ___ 36. Replace Serpentine/accessory belt as required

90,000 Mile "B" Service Inspection
(Also Includes "D" and "E" services)

- ___ 37. Change & Flush Cooling System "use OEM or equivalent"

120,000 Mile "A" Service Inspection
(Also Includes "C", "D", and "E" services)

- ___ 38. Replace Spark plugs

Please record Tire Pressure, Tread depth and brake measurements at every maintenance service.

<u>Tire Pressure</u>		<u>Tread depth</u>	
LF	RF	LF	RF
LR	RR	LR	RR

Brake pad measurement

LF	RF	LR	RR
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Important!!!

Is there a current **registration and insurance card** in the van YES NO

If "NO" please notify UTA Vanpool Maintenance Representativ

UPDATE MAINTENANCE REMINDER STICKER TO 5,000 MILES OR EVERY SIX-MONTHS