



Approved Workshop

Tourer Annual Service Check Sheet

Approved Workshop Name & Address



All work must be carried out in accordance with the latest AWS Standard Working Procedures

Wheel bolt torque should be re-checked after 20 miles and before EVERY TRIP
refer to manufacturers guidance

Job Reference/Date

Customer Name

Make & Model

CRiS/Vin Number

Check the condition and operation of all listed items by ticking
P for pass, **F** for fail, **N/A** for not applicable & **R** for rectified

Chassis & Running Gear (Technicians Handbook Section 2)

P F N/A R

Coupling head	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ball acting stabiliser	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Coupling head gaiter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Breakaway cable & clip	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Drawbar	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Corner steadies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Spare wheel carrier	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Jockey wheel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Chassis	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Braking System	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wheels & tyres	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Suspension and axle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Handbrake mechanism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Electrical System (Technicians Handbook Section 3)

P F N/A R

13 pin/7 pin plugs & cables	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Road lights & reflectors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leisure battery (if fitted)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Battery compartment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
230V and 12V Fridge operation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interior lighting & equipment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Awning light	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wiring on all ELV circuits (Visual)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LV inlet plug & extension lead	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Earth bonding Visual Inspection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
230V Consumer Unit Load Test	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
230V sockets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Charge Voltage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check operation of all 230V appliances, fans & luminaries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check any aftermarket items	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Gas System (Technicians Handbook Section 4)

(Gas appliances not serviced unless requested)

P F N/A R

Regulator, gas hose, pipework and manifold	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Carry out gas soundness test	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Appliances-check operation of all gas appliances fitted including FFD's	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Security of gas cylinder(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensure all gas dispersal vents are clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Water System (Technicians Handbook Section 4.3 & 4.4)

P F N/A R

Water pump & pressure switch / microswitches	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Taps, valves, pipes & tank (if fitted)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Water inlets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Toilet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Bodywork (Technicians Handbook Section 5)

P F N/A R

Doors & windows	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General roof condition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Grab handles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Number plate - check it is marked: <small>BS AU 145d or BS AU 145 (mandatory since 1973) & check security/legibility</small>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Floor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Furniture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Blinds & fly screens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rising roof (if applicable)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Damp test-carry out & note readings on a separate damp report sheet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Ventilation (Technicians Handbook Section 5.4)

P F N/A R

Fixed ventilation (low & high levels)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Roof Lights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Fire & Safety (Technicians Handbook Section 5.6)

P F N/A R

Smoke and/or carbon monoxide alarm(s) if fitted (date below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If a fire extinguisher is fitted, check to ensure it is in date	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If a fire blanket is fitted-check security of its housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Smoke and/or carbon monoxide alarm(s) if fitted:

Smoke alarm
Date

Carbon monoxide alarm
Date

Important - Appliances are checked for operation only, additional servicing may be required for warranty or operational purposes.

51506

Your feedback is important to us and the scheme. Please take a few minutes to log on to www.approvedworkshops.co.uk and complete the customer satisfaction survey. Thank you.



Approved Workshop

Tourer Annual Service Finalisation and Observation Report

Approved Workshop Name & Address

All work must be carried out in accordance with the latest AWS Standard Working Procedures



Customer Name _____ Make & Model _____ CRiS/Vin Number _____

Service Information/Additional Work & Observations	Repaired

Wheel Bolt Torque Checked Torque Setting *NM* Wheel Bolt Torque _____

Signature	
Name	
Double Check Signature	
Name	

Tyres	N/S/F	N/S/R	O/S/F	O/S/R	Spare
Tyre Age*					
Tyre Pressure <i>PSI or BAR</i>					
Tyre Tread Depth <i>(mm)</i>					

* Recommend replacement if over 5 years old and never use beyond 7 years old.

- Gas Turned Off
- Roof Lights Latched
- Windows Locked
- All Cupboards Closed/Latched
- Exterior Lockers Locked
- Exterior Door Locked
- Rest Voltage
- 1 x I
- 5 x I
- Lights Turned Off
- Water Pump Turned Off
- 12V / Main Power Switch Turned Off
- Old Parts In Tourer (If Suitable)
- All Protective Coverings Removed
- Service Book Stamped & Ready For Collection
- Fire Extinguisher Date
- Gas Hose Manufacture/Expiry Date (Delete as appropriate)
- Charger Voltage

This service report only relates to the condition of the above mentioned tourer at the time of completion of the service. It should not be regarded as evidence of the condition of the items at any other time

Important - Appliances are checked for operation only, additional servicing may be required for warranty purposes.

Service Technician Name	Signature
Customer Signature	Date

Your feedback is important to us and the scheme. Please take a few minutes to log on to www.approvedworkshops.co.uk and complete the customer satisfaction survey. Thank you.

51506