

UTAH TRANSIT AUTHORITY			
RIDESHARE/VAN-POOL 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 (7,500 Miles or Eight-Months whichever comes first)

- ___01. Change Engine Oil & Replace Oil Filter
- ___02. Lubricate all Chassis & Steering Linkages as required
- ___03. Rotate & Inspect Tires for Wear
- ___04. Check ALL Lug Nuts (Torque to OEM specification)
- ___05. Check and record Tire Pressure (Including Spare)
- ___06. Brake Fluid: (If low contact UTA)
- ___07. Check & "top off" all fluids using OEM recommended fluids
- ___08. Coolant Level
- ___09. Automatic Transmission Fluid
- ___10. Power Steering Fluid
- ___11. Windshield Washer Fluid
- ___12. Safety Equipment Checks: Horn & Seat Belts
- ___13. Check Instruments & Dash Lights for Operation
- ___14. Check Heating & A/C Operations, Switches & Temperature Controls
- ___15. Check Exterior Lights, Turn Signal & 4 Way Hazard Warning Lights
- ___16. Check Wiper Operation & Blade Condition
- ___17. Check Washer Operation & Spray Patterns
- ___18. Check Battery terminals & Charging Voltage
Voltage Reading: _____
- ___19. Inspect Engine Air Filter Element (replace as necessary)
- ___20. Inspect Serpentine / Accessory Belts
- ___21. Inspect Engine/Transmission & Differential leaks
- ___22. Parking Brake Operation
- ___23. Inspect and record brake pads/linings wear
- ___24. Caliper Condition
- ___25. Rotor Condition
- ___26. Brake Hoses & Lines for Leaks
- ___27. Inspect Driveline & U-Joints for Wear
- ___28. Check Exhaust System for Leaks or Broken Hangers
- ___29. Inspect Suspension, Steering, Shocks, and CV axles and boots
- ___30. Inspect Fuel System for Leaks
- ___31. Inspect All Coolant Hoses for Leaks and Wear

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

- ___32. Replace cabin air filter
- ___33. Inspect and tighten driveshaft bolts
- ___34. Check differential fluid level (Hypoid gear oil API GL-5)

60,000 Mile "C" Service Inspection
(Also includes "D" & "E" services)

- ___35. Replace Serpentine/accessory belt as required

90,000 Mile "B" Service Inspection
(Also includes "D" & "E" services)

- ___36. Change & Flush Cooling System "use OEM or equivalent"

120,000 Mile "A" Service Inspection
(Also includes "C", "D", & "E" services)

- ___37. Replace sparkplugs

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

Tire Pressure Tread depth
 LF _____ RF _____ LF _____ RF _____

LR _____ RR _____ LR _____ RR _____

Brake pad measurement

LF _____ RF _____ LR _____ RR _____

Important!!!

Is there a current registration and insurance card?
 YES NO

If "NO" please notify UTA Vanpool Maintenance Representative

UPDATE MAINTENANCE REMINDER STICKER TO 7,500 MILES OR EVERY Eight-MONTHS