## **Motorhome & Tourer Annual Service & Observation Report**



Pad Ref:	Customer Name:	Manufacturer:
Model:	VRM/VIN Number	Mileage:

Blinds & fly screens - check condition, tension, operation & material Damp test - carry out & note readings on appropriate damp report sheet

nderbody (Motorhomes only)	Р
rner steadies & folding steps (where applicable) - check & lubricate	
der slung tanks and pipes - check condition and security	
ectrical Systems (motorhome & tourers)	
n, 12s/13 pin plugs & cables-check condition & test	
oad lights & reflectors-check condition & operation	
ttery - check condition of battery & compartment & record idle voltage ( observation section)	
attery - check & top up level if required & perform high discharge test	
neck battery charge from 12s/13pin plug	
idge-check operation from 12s/13 pin (tourer)	
idge-check operation from 12v (motorhome engine running)(ELV)	
ridge-check 230v (LV)	
terior lighting & equipment-check operation & fuse rating	
wning light- check operation	_   _
/iring earths - check for defects on all ELV circuits (visual)	_
/ inlet plug & extension lead - check condition & resistance across connection pins	
arth bonding - visual inspection  CD unit - shock operation of DCD test button 9 operation of MCD's	_
CD unit - check operation of RCD test button & operation of MCB's	_
30v sockets - carry out plug top polarity test	-
ectric awning & step - check condition & operation  harger - check output charge rate at battery connections (observation section)	-
lectric hob - check operation (if fitted)	
oiler - check operation on 230v (if fitted)	_
heck operation of all other 230v appliances, fans & luminaries	
abitation Air conditioning - check operation (if fitted, weather dependant)	
heck that any additional items fitted are to relevant standard (record on observation section)	
as Systems	
egulator & Gas hose - check age. performance and security (record age on observation section)  arry out gas leak check	_
as cylinder or LPG tank - check security	-
ame failure device (FFD) check operations	
ooker - check operation & FFD	_
eater - check operation & FFD	
ridge - check operation & FFD	
/ater heater (boiler)- Check operation & FFD	
nsure all gas dispersal vents are clear	
/ater System	
/ater pump & pressure switch - check operation	
aps, micro switches, valves, pipes & tanks (if fitted)- check condition & operation	_
/ater filter & housing - check for leaks & replace (if fitted if requested by customer)	-
/ater system - check for leaks	-
/ater tanks - check security of all water tanks, including under slung (if fitted)	_
rain down - winter only (suggested dates between 01/11 & 31/03 weather dependant)(unless requested by customer)	
pilet - check security, operation of flush pump & lubricate seals	
entilation	
xed ventilation - check for obstructions & free air flow	$\dashv$
heck all fixed ventilation is guarded against vermin ingression	-
oof lights - check for cracks, operation & free of obstructions	
re & Safety	
moke and/or carbon monoxide alarm(s) - check operation and dates (see observation section)	_
a fire extinguisher is fitted check the date (see observation section)	
a fire blanket is fitted - check security of it housing	
odywork	
oors & windows - check operation of all locks, catches, stays & seals	
oof - check conditions of roof lights, seals & general condition of the roof	
ody attachments - check security of any ladders, cycle racks, lockers, aerials, sat dish's or dome's etc	
ab seats - check operations (swivel or bed configuration)(Motorhomes only)	
rab handles - check security & sealing	
umber plate - check it is marked with BS AU 145d or BS AU 145 (requirement since 1973) check security/legibility (tourer only)	
page shock for enonginess (dolamination	
ooi - check for sponginess/detainination	
oor - check for sponginess/delamination urniture - check condition & operation of all furniture doors, handles and fixings	

1	Chassis & Running Gear (Tourer only)
	Coupling head - check wear/damage & lubricate
	Ball acting stabiliser - check pads
	Coupling head gaiter - check condition, routing & integrity
	Draw bar - check
	Corner steadies & spare wheel carrier - check for damage, operation and lubricate
	Jockey wheel - check condition, operation and lubricate
	Chassis - check condition, security of assemblies including chassis to floor
	Wheels & tyres - check for damage or distortion
	Tyres - assess age & advise replacement if over 7 years (record age in observation section)
	Tyres - check condition & wear pattern (inc sidewalls & valves)
	Check & record tyre tread depths (record observation section)
	Check & record tyre pressures inc spare (record and set pressures on observation section)
	Suspension - visually check condition of rubbers, bushes, dampers & springs
	Remove brake drums - clean & check hub bearings and seals
	Brake shoes - clean & check condition of brake linings inc springs & expanders
	Brake rods, cables & supports - check operation, lubricate & adjust
	Refit brake drums - torque hub nuts to manufacturers settings, adjust brakes & check operation (record hub nut torques)
	Replace road wheels & torque to manufacturers settings (record torques on observation section)
	Handbrake mechanism - check operation, adjust & lubricate

Р	F	N/A	R

## **Observation Report**

Tourer Only Observations				
Tyre date	n/s/f	n/s/r	o/s/f	o/s/r
Tyre tread depth	n/s/f	n/s/r	o/s/f	o/s/r
Tyre pressures	n/s/f	n/s/r	o/s/f	o/s/r
Tyre pressures set to (spare tyre)	BAR/PSI	BAR/PSI		
Wheel nuts and hub nuts torque settings	Hub	Hub Wheel Nuts		
Motorhome & Tourer Observations				
Habitation battery volts idle				
Habitation battery charge rate volts from 230v charger				
Habitation battery charge rate volts from 12v (engine)				
RCD trip time				
Gas hose date			Recommend Replace Date:	
Smoke detector date			Battery ok or Replace:	
Carbon monoxide detector date			Battery ok or Replace:	
Fire extinguisher date				

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N	Notes & Recommendations (marked in red if dangerous)
(	

Final Checks				
Keys handed back:	Gas bottle/Tank turned off:	Water pump turned off/disconnected:	Exterior lockers & doors locked:	
Roof lights locked:	Windows locked:	All cupboards closed/latched:	Main power switched off:	
Water drained:	Service book stamped:	Paperwork complete:	Observation video complete:	

Service Technician Name:	Signature:	Date:
Customer Name:	Signature:	Date:

This service sheet and observation report is produced it triplicate format:

## Copy 1 = Customer | Copy 2 = Technician | Copy 3 = Habcheck Head Office

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



Important - Please Note:

- 1. THE HABITATION SERVICE DOES NOT INCLUDE SERVICING OF THE MOTORHOME BASE VEHICLE AND ROAD LEGAL REQUIREMENTS.
- 2. ALL GAS AND ELECTRIC APPLIENCES ARE CHECKED FOR OPERATION ONLY AND NOT SERVICED
- 3. WHEELSNUTS MUST BE CHECKED AND RE-TORQUED BETWEEN 25 AND 50 MILES.

## **Caravan Habitation Report**



VIN Number:		Tourer:		
Technician:	Date:	Customer:	Date:	

/IN Number:		Tourer:	
Technician:	Date:	Customer:	Date:

**Guidance Notes** 

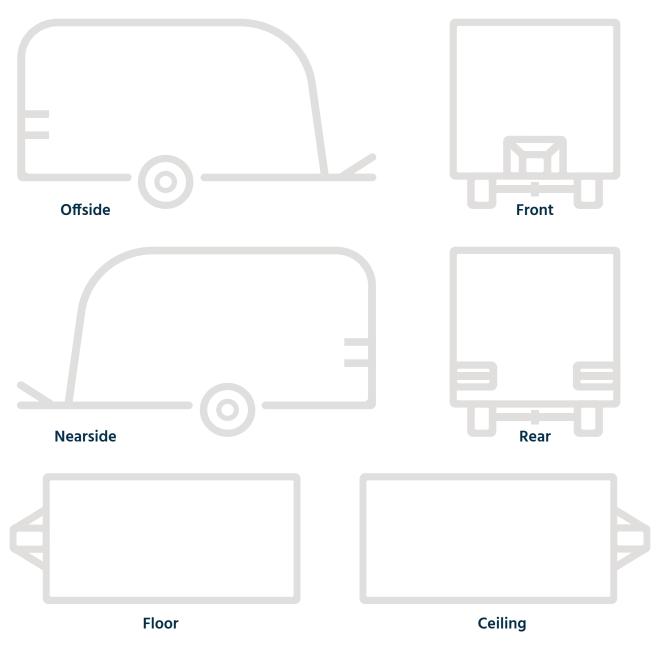
Readings between 0 - 15% - Readings not recorded because no cause for concern.

Readings between 15 - 20% - Requires further investigation. Compare with the average reading. Consider asking to recheck the area in 3 months.

Readings above 20% - Will identify areas possibly needing remedial work. There may be signs of water ingress or evidence of moisture. Again, it may be worth considering a recheck after 3 months.

Readings above 30% - Structural damage may be occurring & deterioration is inevitable.

Comments & Recommendations:				



Please Note