

**UNIVERSITY OF MARYLAND  
MOTOR TRANSPORTATION SERVICES  
PREVENTIVE MAINTENANCE SERVICE / SAFETY INSPECTION**

<b>ENGINE COMPARTMENT</b>		11. SEATS AND UPHOLSTERY	
1. ALL FLUID LEVELS		12. FLOOR MATS	
2. HOSES AND CONNECTIONS		13. SEAT BELTS	
3. MASTER CYLINDER (for fluid level and leaks)		14. BRAKE AND CLUTCH PEDAL	
4. FLUID LEAKS		15. INTERIOR AND EXTERIOR LIGHTING	
5. WIRING		16. ROADSIDE FLARES (if required)	
6. PC VALVE		<b>UNDER VEHICLE</b>	
7. AIR FILTER		1. EXHAUST SYSTEM	
8. BREATHER CAP (if equipped)		2. STEERING LINKAGE	
9. FUEL FILTER		3. BALL JOINTS	
10. CONDITION OF ENGINE TUNE UP		4. STRUTS, SHOCKS, AND SUSPENSION	
11. CHARGING SYSTEM		5. BRAKES (lines, shoes, drums, pads, rotors)	
12. TEST BATTERY		6. DRIVE LINE (driveshaft, U joints, & half shafts)	
13. ENGINE MOUNTS		7. WHEEL BEARINGS	
14. ACCESSORIES		8. WHEELS AND TIRES (air pressure and wear)	
15. CHECK STARTER		9. ALIGNMENT	
16. CLEAN ENGINE		10. BODY DRAINS	
17. EMISSIONS		11. CHANGE OIL, FILTER, AND LUBE (if needed)	
<b>INTERIOR</b>		12. GENERAL TIGHTENING	
1. FIRE EXTINGUISHER (if required)		13. LEAKS	
2. ACCIDENT FORMS			
3. PROOF OF INSURANCE FORMS		<b>ROAD TEST</b>	
4. DOORS, GLASS, AND MIRRORS		1. ENGINE OPERATION	
5. WINDSHIELD WIPERS		2. BRAKE PERFORMANCE	
6. AIR CONDITIONING OPERATION		3. STEERING	
7. HEATER AND DEFROSTER OPERATION		4. OPERATION OF GAUGES	
8. PARKING BRAKE		5. TRANSMISSION OPERATION	
9. HORN		6. NOISES, SQUEAKS, AND RATTLES	
10 INSTRUMENTS (gauges and lighting)		7. RECALLS	

VEHICLE TAG NUMBER: \_\_\_\_\_

MILEAGE: \_\_\_\_\_

SIGNATURE AND DATE: \_\_\_\_\_