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-  Install protective seat covers floor mats
-  Check operation front and rear screen washers / wipers
-  Check condition of windscreen and rear view mirrors
-  Check horn operation
-  Check operation of side and head lights & indicators
-  Check operation reverse, number plate and fog lights
-  Check operation of brake lights
-  Check vehicle body condition
-  Check instrument panel warning lights
-  Check operation and condition front and rear seat belts
-  Check operation of hand and foot brakes
-  Check operation of clutch
-  Check coolant level top up as required
-  Check power steering for leaks top up as required
-  Check engine oil top up as required
-  Check screen wash top up as required
-  Check battery top up as required
-  Check condition of drive belts
-  Check and lubricate all locks and hinges
-  Check condition of tyres inc spare
-  Check and adjust tyre pressures inc spare
-  Check tyre inflator and repair fluid (If fitted)
-  Replace sump washer and plug
-  Check gearbox, final drive for leaks
-  Check and top up gearbox oil level
-  Replaced engine oil filter
-  Refill engine oil
-  Visual inspection of front brake discs and pads

-  Visual inspection of rear brake discs and pads
-  Remove rear wheels and brake drums (where applicable)
-  Check operation of brake shoes and cylinders
-  Check for leaks
-  Clean rear brakes inc drums
-  Refit rear wheels and brake drums
-  Check condition of brake hoses
-  Check condition of shock absorbers
-  Check condition of driveshafts, ball joints and cv gaiters
-  Check condition of anti-roll bar bushes
-  Check subframe, arms and bushes
-  Check condition of steering components
-  Check for oil and fluid leaks
-  Check condition of exhaust system
-  Carry out underbody inspection
-  Carry out final road test
-  Reset next service indicator
-  Apply service reminder label
-  Check engine diagnostic fault codes