

Annual Service Check Sheet - Touring Caravan

Job No.		Date:	17/11/25
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Client Detail					TCM Details		Details of Registered Business	
Name					TCM Type	#N/A	STGW Certification No.	E/7687
Email	#N/A				Manufacturer	#N/A	Registered Engineer	Ryan Newton
Contact No.	#N/A				Range	#N/A	Business Address	Newton Caravan Services
Additional Info.	#N/A				Model	#N/A		Unit 1, Old Brick Works Lane
					Axel	#N/A		Chesterfield
					Cris / Vin	#N/A		S41 7JD
					Registration	#N/A	Tel:	01246 224 111
					Year	#N/A		

Wheel bolt torques should be re-checked after 20 miles and before every trip. Please refer to manufacturers guidance.

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

Refer to manufacturers guidance

Chassis & Running Gear (Technicians Handbook Section 2)

P F N/A R

Coupling Head	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ball acting stabiliser	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coupling head gaiter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Breakaway cable & clip	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drawbar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corner steadies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spare wheel carrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jockey wheel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chassis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Braking System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wheels & Tyres	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Suspension & Axle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Handbrake mechanisim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Electrical System (Technicians Handbook Section 3)

P F N/A R

13 pin / 7 pin plugs & cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road lights & reflectors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Battery (if fitted)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Battery compartment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
230v & 12v Fridge operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior lighting & equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Awning light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wiring on all ELV circuits (visual)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LV inlet plug & extension lead	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earth bonding - Visual inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consumer Unit Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
230v sockets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Charge Voltage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check operation of all 230v appliances, fans & luminaires	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check any aftermarket equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Gas System (Technicians Handbook Section 4)

(Gas appliances not serviced unless requested)

P F N/A R

Regulator, gas hose, pipework & manifold	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carry out gas soundness test (tests pipework only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check operation of all gas appliances fitted including FFD's	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security of gas cylinder(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure all gas dispersal vents are clear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Tyres	N/S/F	N/S/R	O/S/F	O/S/R	Spare
Tyre age*					
Pressure B/PSI					
Tread depth mm					

*Recommended replacement if over 7 years old.

Wheel Bolt Torque Checked - NM	
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Important - Appliances are checked for operation only, additional servicing may be required for warranty purposes

Water System (Technicians Handbook Section 4.3)

P F N/A R

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

Bodywork (Technicians Handbook Section 5)

P F N/A R

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

Ventilation (Technicians Handbook Section 5.4)

P F N/A R

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

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="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If a fire extinguisher is fitted, check to ensure it is in date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If a fire blanket is fitted, check security of its housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Smoke and/or carbon monoxide alarm(s) if fitted:		
Smoke alarm - manual test only	CO alarm - manual test only	
Date	Date	

Fire extinguisher date	
Pigtails - Date of manufacture or expiry date	
Charger Volatge	
Rest Voltage	
Earth Bond Continuity	Chassis Ω
	Gas Ω

RCD	M/s
1 x / Δn	
5 x / Δn	

All RCD tests performed at ½x, 1x, and 5x current levels across 0° and 180° phase angles. Highest trip time recorded for compliance.

Finalisation Check list			
Gas Turned Off	<input type="checkbox"/>	Lights Turned Off	<input type="checkbox"/>
Roof Lights Latched	<input type="checkbox"/>	Water Pump Turned Off	<input type="checkbox"/>
Windows Locked	<input type="checkbox"/>	12v / Main Power Switch Turned Off	<input type="checkbox"/>
All Cupboards Closed / Latched	<input type="checkbox"/>	Old Parts In Tourer (If Suitable)	<input type="checkbox"/>
Exterior Lockers Locked	<input type="checkbox"/>	All Protective Coverings Removed	<input type="checkbox"/>
Exterior Door Locked	<input type="checkbox"/>	Service Book Stamped & Ready For Collection	<input type="checkbox"/>

This service report only relates to the condition of the above mentioned motorhome 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.

Service Engineer	Ryan Newton	Signature		Date	
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