

Equipment Maintenance Report

Date: June 9 2022
 Work Order #: _____
 Department: P.W. WATER VAN

Unit Information

Unit #: 73 Year of Unit: 2012
 Description: Ford VAN
 Mileage/Hours Reading: _____
 Current: 109000h Next Service: 114000

Service Information

☒ Regular Service Checkup ☐ Specific Service Request
☐ Emergency Service Request
 Description: _____

Check List

Oil & Grease			Tires				
Condition	QTY	Description	Left Front	Right Front	Left Rear	Right Rear	Condition
<input type="radio"/> Oil	<u>6</u>	<u>5W20 137.24</u>					
<input type="radio"/> Oil Filter	<u>1</u>	<u>4.55</u>					
Defect Noted: _____			Defect Noted: _____				

Components			Fluid Levels		
Condition	Defect Noted:		Level	Condition	Defect Noted:
<input type="radio"/> Air Filter	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Hoses	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Belts	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Brakes	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Shocks	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Spark Plugs	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Exhaust	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Lights	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Battery	<u>clean port</u>		<u>✓</u>		
<input type="radio"/> Backup Alarm	<u>✓</u>		<u>✓</u>		
<input type="radio"/> Hardware	<u>✓</u>		<u>✓</u>		

Service Notes

Parts & Labour

Qty	Description	Cost	Notes/Part #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Labour Hours: 1 HR

Conditions: ☒ Good Condition ☐ May Require Further Attention ☐ Requires Immediate Attention

Equipment Maintenance Report

Date: Jan. 10 / 2022

Work Order #:

Department: WW Ven

Unit Information		Service Information	
Unit #:	<u>73</u>	Year of Unit:	<u>2012</u>
Description:	<u>Ford F250</u>	<input type="radio"/> Regular Service Checkup <input checked="" type="radio"/> Specific Service Request	
Mileage/Hours Reading:		Description:	<u>Battery needs replaced</u>
Current		Next Service	

Check List

Oil & Grease

	Condition	QTY	Description
<input type="radio"/> Oil	<u>/</u>		
<input type="radio"/> Oil Filter	<u>/</u>		
Defect Noted:			

Components

	Condition	Defect Noted:
<input type="radio"/> Air Filter	<u>/</u>	
<input type="radio"/> Hoses	<u>/</u>	
<input type="radio"/> Belts	<u>/</u>	
<input type="radio"/> Brakes	<u>/</u>	
<input type="radio"/> Shocks	<u>/</u>	
<input type="radio"/> Spark Plugs	<u>/</u>	
<input type="radio"/> Exhaust	<u>/</u>	
<input type="radio"/> Lights	<u>/</u>	
<input checked="" type="radio"/> Battery		<u>needs replace / warranty</u>
<input type="radio"/> Backup Alarm	<u>/</u>	
<input type="radio"/> Hardware	<u>/</u>	

Tires

	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate					
PSI					
Defect Noted:					

Fluid Levels

	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	<u>/</u>		
<input type="radio"/> Brake	<u>/</u>		
<input type="radio"/> Power Steering	<u>/</u>		
<input type="radio"/> Window Washer	<u>/</u>		
<input type="radio"/> Differential	<u>/</u>		
<input type="radio"/> Hydraulic Oil	<u>X</u>		
<input type="radio"/> Coolant	<u>/</u>		
<input type="radio"/> Undercarriage	<u>/</u>		

Service Notes

Parts & Labour

Qty	Description	Cost	Notes/Part #
<u>1</u>	<u>Battery</u>	<u>179</u>	<u>Warranty 66572</u>

Labour Hours: 1.5

Conditions:

☒ Good Condition

☒ May Require Further Attention

☐ Requires Immediate Attention

Equipment Maintenance Report

Date: Nov 8 2021

Work Order #:

Department: Public Works

Unit Information		Service Information	
Unit #: <u>73</u>	Year of Unit: <u>2011</u>	<input type="radio"/> Regular Service Checkup	<input checked="" type="radio"/> Specific Service Request
Description: <u>Ford Van</u>		<input type="radio"/> Emergency Service Request	
Mileage/Hours Reading:		Description: <u>check Brakes & serviced</u>	
Current <u>104000</u>	Next Service <u>112000</u>	<u>Brake Pads</u>	

Check List			
Oil & Grease		Tires	
Condition	QTY	Description	
<input type="radio"/> Oil	<u>6.5</u>	<u>20</u>	<u>#2974</u>
<input type="radio"/> Oil Filter	<u>1</u>	<u>4</u>	<u>#4175</u>
Defect Noted:			
Components		Fluid Levels	
Condition	Defect Noted:	Level	Condition
<input type="radio"/> Air Filter	<u>✓</u>	<input type="radio"/> Transmission	<u>✓</u>
<input type="radio"/> Hoses	<u>✓</u>	<input type="radio"/> Brake	<u>✓</u>
<input type="radio"/> Belts	<u>✓</u>	<input type="radio"/> Power Steering	<u>✓</u>
<input type="radio"/> Brakes	<u>Replaced front & Rear</u>	<input type="radio"/> Window Washer	<u>Toped up</u>
<input type="radio"/> Shocks	<u>Replaced Rear</u>	<input type="radio"/> Differential	<u>✓</u>
<input type="radio"/> Spark Plugs	<u>✓</u>	<input type="radio"/> Hydraulic Oil	<u>✓</u>
<input type="radio"/> Exhaust	<u>✓</u>	<input type="radio"/> Coolant	<u>✓</u>
<input type="radio"/> Lights	<u>✓</u>	<input type="radio"/> Undercarriage	<u>✓</u>
<input type="radio"/> Battery	<u>✓</u>		
<input type="radio"/> Backup Alarm	<u>✓</u>		
<input type="radio"/> Hardware			

Service Notes
<u>L R rear caliper failure Had to replace all pertinent parts.</u>

Parts & Labour			
Qty	Description	Cost	Notes/Part #
<u>1</u>	<u>Brake pads</u>		<u>mid meet</u>
<u>1</u>	<u>Brake pads</u>		<u>mid meet</u>
<u>1</u>	<u>L R caliper</u>	<u>\$199.27</u>	<u>well's</u>
<u>1</u>	<u>L R caliper anchor</u>	<u>\$110.92</u>	<u>well's</u>
<u>1</u>	<u>per & back seal kit</u>	<u>\$19.78</u>	<u>well's</u>
			Labour Hours: <u>5 HR</u>

Conditions:

✓ Good Condition

★ May Require Further Attention

○ Requires Immediate Attention

Equipment Maintenance Report

Date: June 21 2021
 Work Order #: _____
 Department: P.W.

Unit Information
 Unit #: 23 Year of Unit: 2012
 Description: Ford F350
 Mileage/Hours Reading: _____
 Current: 99600K Next Service: 104500K

Service Information
☒ Regular Service Checkup ☐ Specific Service Request
☐ Emergency Service Request
 Description: _____

Check List

Oil & Grease

	Condition	QTY	Description
<input type="radio"/> Oil	<u>5W/20</u>	<u>6L</u>	<u>\$34.74</u>
<input type="radio"/> Oil Filter		<u>1</u>	<u>\$4.55</u>
Defect Noted:			

Tires

	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate					
PSI	<u>40 PSI</u>	<u>40 PSI</u>	<u>60 PSI</u>	<u>60 PSI</u>	
Defect Noted:					

Components

	Condition	Defect Noted:
<input type="radio"/> Air Filter	<u>Replaced</u>	<u>\$34.74</u>
<input type="radio"/> Hoses	<u>✓</u>	
<input type="radio"/> Belts	<u>✓</u>	
<input type="radio"/> Brakes	<u>✓</u>	
<input type="radio"/> Shocks	<u>✓</u>	
<input type="radio"/> Spark Plugs	<u>✓</u>	
<input type="radio"/> Exhaust	<u>✓</u>	
<input type="radio"/> Lights	<u>✓</u>	
<input type="radio"/> Battery	<u>✓</u>	<u>clean per port & cable</u>
<input type="radio"/> Backup Alarm		
<input type="radio"/> Hardware	<u>✓</u>	

Fluid Levels

	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	<u>✓</u>		
<input type="radio"/> Brake	<u>✓</u>		
<input type="radio"/> Power Steering			
<input type="radio"/> Window Washer	<u>topped up</u>		
<input type="radio"/> Differential	<u>✓</u>		
<input type="radio"/> Hydraulic Oil	<u>✓</u>		
<input type="radio"/> Coolant	<u>✓</u>		
<input type="radio"/> Undercarriage	<u>✓</u>		

Service Notes

Parts & Labour

Qty	Description	Cost	Notes/Part #

Labour Hours: 1.4R

Conditions: ☒ Good Condition ☐ May Require Further Attention ☐ Requires Immediate Attention

Equipment Maintenance Report

Date: Aug/5/2020

Work Order #:

Department:

Unit Information

Unit #: 73

Year of Unit: 2012

Description: Ford E 350 VAN

Mileage/Hours Reading:

Current

91500

Next Service

96500

Service Information

☒ Regular Service Checkup

☐ Specific Service Request

☐ Emergency Service Request

Description:

Check List

Oil & Grease

	Condition	QTY	Description
<input type="radio"/> Oil		<u>6</u>	<u>5W20</u>
<input type="radio"/> Oil Filter		<u>1</u>	
Defect Noted:			

Tires

	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate					
PSI	<u>50 PSI</u>	<u>50</u>	<u>65</u>	<u>65</u>	
Defect Noted:					

Components

	Condition	Defect Noted:
<input type="radio"/> Air Filter	<input checked="" type="checkbox"/>	
<input type="radio"/> Hoses	<input checked="" type="checkbox"/>	
<input type="radio"/> Belts	<input checked="" type="checkbox"/>	
<input type="radio"/> Brakes	<input checked="" type="checkbox"/>	
<input type="radio"/> Shocks	<input checked="" type="checkbox"/>	
<input type="radio"/> Spark Plugs	<input checked="" type="checkbox"/>	
Exhaust	<input checked="" type="checkbox"/>	
Lights	<input checked="" type="checkbox"/>	
<input type="radio"/> Battery		<u>clean pos post</u>
<input type="radio"/> Backup Alarm	<input checked="" type="checkbox"/>	
<input type="radio"/> Hardware	<input checked="" type="checkbox"/>	

Fluid Levels

	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	<input checked="" type="checkbox"/>		
<input type="radio"/> Brake	<input checked="" type="checkbox"/>		
<input type="radio"/> Power Steering	<input checked="" type="checkbox"/>		
<input type="radio"/> Window Washer	<input checked="" type="checkbox"/>		
<input type="radio"/> Differential	<input checked="" type="checkbox"/>		
<input type="radio"/> Hydraulic Oil	<input checked="" type="checkbox"/>		
<input type="radio"/> Coolant	<input checked="" type="checkbox"/>		
<input type="radio"/> Undercarriage	<input checked="" type="checkbox"/>		

Service Notes

Nov 20 2019 New tires.

Dec 24 2020 Heater Blower motor

JULY 10 2020 Down stream o2 sensor Bank 2. Replaced.

Parts & Labour

Qty	Description	Cost	Notes/Part #
<u>4</u>	<u>tire</u>	<u>\$ 977.44</u>	<u>fountain tire</u>
<u>1</u>	<u>Heater Blower motor</u>	<u>\$ 95.99</u>	<u>mis. part.</u>
<u>1</u>	<u>Bank 2 Down stream o2 sensor</u>	<u>\$ 205.35</u>	<u>wells.</u>

Labour Hours: 4 HR.

Conditions:

☒ Good Condition

☒ May Require Further Attention

☐ Requires Immediate Attention

Equipment Maintenance Report

Date: July 13 2018
 Work Order #: _____
 Department: P.W.

Unit Information		Service Information	
Unit #: <u>73</u>	Year of Unit: <u>2012</u>	<input checked="" type="radio"/> Regular Service Checkup	<input type="radio"/> Specific Service Request
Description: <u>FORD E250 VAN</u>		<input type="radio"/> Emergency Service Request	
Mileage/Hours Reading:		Description: _____	
Current	<u>18622K</u>	Next Service	<u>83500K</u>

Check List																																																																	
Oil & Grease		Tires																																																															
<input type="radio"/> Oil <input type="radio"/> Oil Filter Defect Noted: _____	<table border="1"> <thead> <tr> <th>Condition</th> <th>QTY</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td></td> <td><u>6</u></td> <td><u>15W40 9600</u></td> </tr> <tr> <td></td> <td><u>1</u></td> <td><u>8.26</u></td> </tr> </tbody> </table>	Condition	QTY	Description		<u>6</u>	<u>15W40 9600</u>		<u>1</u>	<u>8.26</u>	<table border="1"> <thead> <tr> <th>Left Front</th> <th>Right Front</th> <th>Left Rear</th> <th>Right Rear</th> <th>Condition</th> </tr> </thead> <tbody> <tr> <td><u>60 PSI</u></td> <td><u>60</u></td> <td><u>70</u></td> <td><u>70</u></td> <td></td> </tr> </tbody> </table>	Left Front	Right Front	Left Rear	Right Rear	Condition	<u>60 PSI</u>	<u>60</u>	<u>70</u>	<u>70</u>		Rotate PSI Defect Noted: _____																																											
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Condition	Defect Noted:																																																																
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Service Notes
<u>will Rotate tires next service</u>

Parts & Labour			
Qty	Description	Cost	Notes/Part #
Labour Hours: <u>1.5 HR</u>			

Conditions: ☒ Good Condition ☒ May Require Further Attention ☐ Requires Immediate Attention

Equipment Maintenance Report

Date: Apr 12 2018
 Work Order #: _____
 Department: P.W.

Unit Information		Service Information	
Unit #: <u>73</u>	Year of Unit: <u>2012</u>	<input type="radio"/> Regular Service Checkup	<input checked="" type="radio"/> Specific Service Request
Description: <u>Ford E250</u>		<input type="radio"/> Emergency Service Request	
Mileage/Hours Reading:		Description: <u>No Maint.</u>	
Current	<u>72500 K</u>	Next Service	<u>775000</u>

Check List

Oil & Grease

	Condition	QTY	Description
<input type="radio"/> Oil	_____	_____	_____
<input type="radio"/> Oil Filter	_____	_____	_____
Defect Noted:	_____	_____	_____

Components

	Condition	Defect Noted:
<input type="radio"/> Air Filter	_____	_____
<input type="radio"/> Hoses	_____	_____
<input type="radio"/> Belts	_____	_____
<input type="radio"/> Brakes	_____	_____
<input type="radio"/> Shocks	_____	_____
<input type="radio"/> Spark Plugs	_____	_____
Exhaust	_____	_____
Lights	_____	_____
<input type="radio"/> Battery	_____	_____
<input type="radio"/> Backup Alarm	_____	_____
<input type="radio"/> Hardware	_____	_____

Tires

	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate	<u>Left</u>	<u>Right</u>	<u>Pressure</u>		
PSI	<u>60</u>	<u>60</u>	<u>70</u>	<u>70</u>	<u>PSF</u>
Defect Noted:	_____	_____	_____	_____	_____

Fluid Levels

	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	_____	_____	_____
<input type="radio"/> Brake	_____	_____	_____
<input type="radio"/> Power Steering	_____	_____	_____
<input type="radio"/> Window Washer	_____	_____	_____
<input type="radio"/> Differential	_____	_____	_____
<input type="radio"/> Hydraulic Oil	_____	_____	_____
<input type="radio"/> Coolant	_____	_____	_____
<input type="radio"/> Undercarriage	_____	_____	_____

Service Notes

Parts & Labour

Qty	Description	Cost	Notes/Part #
<u>1</u>	<u>TSTAT</u>	<u>\$13.92</u>	<u>Mid maint</u>
<u>1</u>	<u>Oil Pump -</u>	<u>\$1.25</u>	<u>Mid maint</u>
<u>60</u>	<u>Oil</u>	<u>\$14.50</u>	<u>Mid maint</u>

Labour Hours: 2HR

Conditions:

✓ Good Condition

★ May Require Further Attention

○ Requires Immediate Attention

Equipment Maintenance Report

Date: Nov 22 2017

Work Order #:

Department: P.W. maintenance

Unit Information

Unit #: 73

Year of Unit: 2012

Description: Pow Mon 350

Mileage/Hours Reading:

Current

72500k Next Service 77500k

Service Information

☒ Regular Service Checkup ☐ Specific Service Request

☐ Emergency Service Request

Description:

Check List

Oil & Grease

Condition	QTY	Description
<input type="radio"/> Oil	<u>6</u>	<u>5W 20 33.95</u>
<input type="radio"/> Oil Filter	<u>1</u>	<u>8.06</u>

Defect Noted:

Components

Condition	Defect Noted:
<input type="radio"/> Air Filter	<u>✓</u>
<input type="radio"/> Hoses	<u>✓</u>
<input type="radio"/> Belts	<u>✓</u>
<input type="radio"/> Brakes	<u>✓</u>
<input type="radio"/> Shocks	<u>✓</u>
<input type="radio"/> Spark Plugs	<u>✓</u>
<input type="radio"/> Exhaust	<u>✓</u>
<input type="radio"/> Lights	<u>✓</u>
<input type="radio"/> Battery	<u>✓</u>
<input type="radio"/> Backup Alarm	<u>✓</u>
<input type="radio"/> Hardware	

Tires

	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate	<u>Set to</u>				
PSI	<u>60 PSI</u>	<u>60 PSI</u>	<u>70 PSI</u>	<u>70 PSI</u>	

Defect Noted:

Fluid Levels

	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	<u>✓</u>		
<input type="radio"/> Brake	<u>✓</u>		
<input type="radio"/> Power Steering	<u>✓</u>		
<input type="radio"/> Window Washer	<u>Added up #1170</u>		
<input type="radio"/> Differential	<u>✓</u>		
<input type="radio"/> Hydraulic Oil	<u>✓</u>		
<input type="radio"/> Coolant	<u>✓</u>		
<input type="radio"/> Undercarriage	<u>✓</u>		

Service Notes

Parts & Labour

Qty

Description

Cost

Notes/Part #

Labour Hours: 1 HR

Conditions:

☒ Good Condition

☒ May Require Further Attention

☐ Requires Immediate Attention

Equipment Maintenance Report

Date: July 20 2017

Work Order #:

Department: P.W. Motor Van.

Unit Information

Unit #: 7273 Year of Unit: 2012

Description: Motor Van

Mileage/Hours Reading:

Current 67500 Next Service 72500

Service Information

☒ Regular Service Checkup ☐ Specific Service Request

☐ Emergency Service Request

Description:

Check List

Oil & Grease

	Condition	QTY	Description
<input type="radio"/> Oil		<u>6</u>	<u>5W20 3375</u>
<input type="radio"/> Oil Filter		<u>1</u>	<u>\$8.06</u>

Defect Noted:

Tires

	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate					
PSI	<u>55</u>	<u>55</u>	<u>70</u>	<u>70</u>	<u>PSI</u>

Defect Noted:

Components

	Condition	Defect Noted:
<input type="radio"/> Air Filter	<u>✓</u>	<u>#26.77</u>
<input type="radio"/> Hoses	<u>✓</u>	
<input type="radio"/> Belts	<u>✓</u>	
<input type="radio"/> Brakes	<u>✓</u>	
<input type="radio"/> Shocks	<u>✓</u>	
<input type="radio"/> Spark Plugs	<u>✓</u>	<u>ordered part shocks</u>
Exhaust	<u>✓</u>	
Lights	<u>✓</u>	
Battery	<u>✓</u>	
Backup Alarm	<u>✓</u>	
Hardware	<u>✓</u>	

Fluid Levels

	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	<u>✓</u>		
<input type="radio"/> Brake	<u>✓</u>		
<input type="radio"/> Power Steering	<u>✓</u>		
<input type="radio"/> Window Washer	<u>✓</u>		
<input type="radio"/> Differential	<u>✓</u>		
<input type="radio"/> Hydraulic Oil	<u>✓</u>		
<input type="radio"/> Coolant	<u>✓</u>		
<input type="radio"/> Undercarriage	<u>✓</u>		

Service Notes

Parts & Labour

Qty	Description	Cost	Notes/Part #

Labour Hours: 1.75

Conditions:

☒ Good Condition

☒ May Require Further Attention

☐ Requires Immediate Attention

Equipment Maintenance Report

Date: Aug 11 2017

Work Order #

Department: P. W

Unit Information		Service Information	
Unit #:	<u>73</u>	Year of Unit:	<u>2012</u>
Description:	<u>FOOD VAN (WATER)</u>		
Mileage/Hours Reading:			
Current	<u>60000</u>	Next Service	<u>65000</u>
		<input checked="" type="radio"/> Regular Service Checkup <input type="radio"/> Specific Service Request	
		<input type="radio"/> Emergency Service Request	
Description:		_____	

Check List

Oil & Grease			
	Condition	QTY	Description
<input type="radio"/> Oil		6 L	8.06 33.94
<input type="radio"/> Oil Filter		1	8.06
Defect Noted:			

Tires					
	Left Front	Right Front	Left Rear	Right Rear	Condition
Rotate					
PSI	✓	✓	✓	✓	
Defect Noted:					

Components		
	Condition	Defect Noted:
<input type="radio"/> Air Filter	✓	
<input type="radio"/> Hoses	✓	
<input type="radio"/> Belts	✓	
<input type="radio"/> Brakes	✓	
<input type="radio"/> Shocks	✓	
<input type="radio"/> Spark Plugs	✓	mini Raptor next service
Exhaust	OK	
Lights	OK	
Battery	OK	
Backup Alarm	OK	
Hardware	OK	

Fluid Levels			
	Level	Condition	Defect Noted:
<input type="radio"/> Transmission	✓		
<input type="radio"/> Brake	✓		
<input type="radio"/> Power Steering	✓		
<input type="radio"/> Window Washer	toped	cap	3.50
<input type="radio"/> Differential	✓		
<input type="radio"/> Hydraulic Oil	✓		
<input type="radio"/> Coolant	✓		
<input type="radio"/> Undercarriage	✓		

Service Notes

[illegible]

Parts & Labour			
Qty	Description	Cost	Notes/Part #

14.8
 Labour Hours: 14.8

Conditions:

✓ Good Condition

★ May Require Further Attention

 Requires Immediate Attention