



VEHICLE MAINTENANCE CHECKLIST

Daily (done during normal use as you're driving)

- Fuel: ½ tank or higher at all times
- Fill up daily if you live in an area and/or season where evacuation is likely
- Check any warning lights or messages as soon as they appear
- Rear view and side mirrors are in place and properly adjusted
- Pay attention to how your vehicle drives and constantly watch out for changes

Weekly (1-2 minutes, once per week)

- All lights functioning (headlights, taillights, turn signals, brake lights)
- Windshield wipers work, have fluid, free of debris
- Windshield and windows clean and in good repair
- Basic walkaround eyeballing tire condition and inflation, body damage, etc.
- Horn functions properly
- Emergency brake functions properly

Monthly (less than 5 minutes, once per month)

- Insurance card and vehicle registration present and up to date
- Seatbelts for every passenger are in place and functional
- Fluid levels are within proper range
 - Oil
 - Coolant
 - Transmission
 - Windshield washer
- Tires are properly inflated (check with pressure gauge)
- Tires have adequate tread wear
 - Proper summer or winter tires for season/weather
- Spare tire is present and properly inflated
- Spare tire jack and tire iron are present and functional
- Fire extinguisher is present and properly serviced
- First aid kit is present and stocked
- Vehicle safety kit present and stocked
- Toll transponder in place; check funds balance



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As Needed

- ❑ **Consult your owners' manual or manufacturer's website for specifics**
- ❑ 3,000-7,500+ miles
 - ❑ Change oil (consult owner's manual – 5,000+ miles between oil changes is common for newer vehicles)
 - ❑ Rotate tires
 - ❑ Check wiper blades; change as necessary
- ❑ **Mileage checkups:**
 - ❑ 15,000 miles: oil change, air filter change, tire rotation, inspection of basic areas like brakes and cooling system
 - ❑ 30,000 miles: oil change, air filter change, tire rotation, transmission fluid change (?), fuel filter change, overall vehicle inspection
 - ❑ 45,000 miles: oil change, air filter change, tire rotation, transmission fluid change (if not done at 30k miles), vehicle inspection including tires, brakes, power steering, spark plugs, etc.
 - ❑ 60,000 miles: oil change, air filter change, tire rotation, transmission fluid change(?), fuel filter change, replace any belts/valves/hoses that are wearing out, change spark plugs, replace brake pads and fluid, full vehicle inspection including everything from previous levels and including all engine, suspension, and HVAC components
 - ❑ REPEAT ABOVE SCHEDULE AS NECESSARY AND RECOMMENDED BY YOUR MANUFACTURER OR MECHANIC

Consult your mechanic or dealer for any issues as soon as they arise; catching something early could be the difference between a \$100 repair and a \$6,000 rebuild.