Car Maintenance Checklist

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# Tasks:

☐ **Checking Engine Oil**

☐ **Place your car at the level spot and stop the engine.**

☐ **Wait for a while to let the engine oil to pour down to the oil pan.**

☐ **Pull the engine oil dipstick.**

☐ **Wipe the oil dipstick off with a clean rag or tissue.**

☐ **Insert it back all the way down into its place.**

☐ **Pull the dipstick again and check the oil level.**

☐ **If it's lower than at "FULL" mark, top it up.**

☐ **Add a little amount of the oil.**

☐ **Wait for a minute to let the oil to pour down.**

☐ **Check the oil level again with the dipstick.**

☐ **If it's still low, add some more.**

☐ **Install the dipstick back and close the oil filler cap when you finished.**

☐ **Checking Transmission Fluid**

☐ **Place your car at a level surface.**

☐ **Engage the parking brake.**

☐ **Start the engine.**

☐ **Set transmission shifter in "P" (Park) position.**

☐ **Let the engine idle.**

☐ **Pull the transmission dipstick.**

☐ **Wipe it off with a clean lint free rag.**

☐ **Insert it back carefully all the way down into its place.**

☐ **Pull again and check the fluid level.**

☐ **If the fluid level is low, top it up.**

☐ **Use only specified transmission fluid.**

☐ **Add a small amount of the fluid through the dipstick pipe.**

☐ **Wait for a few minutes - let the fluid to flow down.**

☐ **Recheck the level again.**

☐ **Do not overfill.**

☐ **Checking Engine Coolant**

☐ **The coolant level should be between "LOW" and "FULL" marks.**

☐ **If the fluid level is lower, top it up.**

☐ **When engine temperature is reduced, add a coolant into the overflow tank to "FULL" mark.**

☐ **If there is no coolant in overflow tank or you have to top it up quite often, have your car inspected in the garage.**

☐ **Checking Tires**

☐ **Check the tire pressure at least once a month.**

☐ **Find out the recommended tire pressure for your car.**

☐ **The maximum pressure listed on tires is NOT the proper pressure.**

☐ **Rotate tires at every second oil change.**

☐ **Have your tires balanced if you feel vibration at cruising speed.**

☐ **Uneven tire wear indicates alignment problem.**