



Approved Workshop

Motorhome Annual Habitation Service Check Sheet

Approved Workshop Name & Address



All work must be carried out in accordance with the latest AWS Standard Working Procedures

Job Reference/Date

Customer Name _____ Make & Model _____ Vin Number _____

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

Underbody (Technicians Handbook Section 2)	P	F	N/A	R
Corner steadies (where applicable)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Folding steps (where applicable)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Under slung tanks, pipes, battery boxes etc	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Electrical Systems (Technicians Handbook Section 3)	P	F	N/A	R
230V and 12V Fridge	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interior lighting & equipment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check fuse box and rating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Awning light	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wiring on all ELV circuits (Visual)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LV inlet plug & extension lead	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Earth bonding (Visual)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Consumer Unit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
230V sockets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Electric awning (if fitted)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check all 230V appliances, fans & luminaries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check any aftermarket items	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Gas System (Technicians Handbook Section 4) (Gas appliances not serviced unless requested)	P	F	N/A	R
Regulator, gas hose, pipework and manifold	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Carry out gas soundness test	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check security of LPG Tank (if fitted)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Security of gas cylinder(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooking equipment (including FF'Ds)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Heating appliance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fridge	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Water heater	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ensure all gas dispersal vents are clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Smoke and/or carbon monoxide alarm(s) if fitted:

Smoke alarm Date _____ Carbon monoxide alarm Date _____

Water System (Technicians Handbook Section 4.3)	P	F	N/A	R
Water pump & pressure switch / microswitches	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Taps, valves, pipes & tank (if fitted)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Water inlets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Toilet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Bodywork (Technicians Handbook Section 5)	P	F	N/A	R
Doors & windows	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General roof condition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Body attachments - check security (including ladders, cycle racks, lockers, aerials, satellite dishes, etc)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Floor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Furniture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Blinds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Damp test - carry out and note readings on a separate damp report sheet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rising roof (if applicable)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Ventilation (Technicians Handbook Section 5.4)	P	F	N/A	R
Fixed ventilation (low & high levels)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Roof lights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

Important - Appliances are checked for operation only, additional servicing may be required for warranty or operational purposes.



Approved Workshop

Motorhome Annual Habitation Finalisation and Observation Report

Approved Workshop Name & Address



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Customer Name	Make & Model	Vin Number
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Service Information/Additional Work & Observations	Repaired

- | | |
|--|---|
| Gas Turned Off <input type="checkbox"/>
Roof Lights Latched <input type="checkbox"/>
Windows Locked <input type="checkbox"/>
All Cupboards Closed/Latched <input type="checkbox"/>
Exterior Lockers Locked <input type="checkbox"/>
Exterior Door Locked <input type="checkbox"/>

5 x <input type="text"/>
1 x <input type="text"/> | Lights Turned Off <input type="checkbox"/>
Water Pump Turned Off <input type="checkbox"/>
12v / Main Power Switch Turned Off <input type="checkbox"/>
Old Parts In Motorhome (If Suitable) <input type="checkbox"/>
Service Book Stamped & Ready For Collection <input type="checkbox"/>
Protective Coverings <input type="checkbox"/>

Fire Extinguisher Date <input type="text"/>
Gas Hose Manufacture/Expiry Date <input type="text"/>
<i>(Delete as appropriate)</i> |
|--|---|

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

Important - Appliances are checked for operation only, additional servicing may be required for warranty purposes.

The habitation service does not include servicing of the base vehicle and road legal requirements.

Service Technician Name	Signature
Customer Signature	Date

Your feedback is important to us and the scheme. Please take a few minutes to log on to www.approvedworkshops.co.uk and complete the customer satisfaction survey. Thank you.