



Tourer Annual Service Check Sheet

Approved Workshop Name & Address

CMS North Wales
Bryn Y Myfyr
Eglwysbach
Colwyn Bay
LL28 5RN

**Wheel bolt torque should be
re-checked after 30 miles and before
EVERY TRIP**

Job Reference/Date

0123 00/00

Customer Name

Make & Model

CRiS/Vin Number

Mr Jones

Swift Celebration

12345678

Chassis & Running Gear (Technicians Handbook Section 2)

P F N/A R

Coupling head				
Ball acting stabiliser				
Coupling head gaiter				
Breakaway cable & clip				
Drawbar				
Corner steadies				
Spare wheel carrier (if fitted)				
Jockey wheel				
Chassis				
Braking system				
Wheels & tyres				
Suspension & axle				
Handbrake mechanism				

Testing Service Technician Name:

Paul Thomas

Electrical System (Technicians Handbook Section 3)

P F N/A R

13 pin/7 pin plugs, cables & storage position				
Road lights & reflectors				
Leisure battery (if fitted)				
Battery compartment				
230V & 12V fridge operation				
Interior lighting & equipment				
Awning light				
Wiring on ELV circuits (visual)				
LV inlet plug & extension lead				
Earth bonding continuity test				
230V consumer unit load test RCD				
230V sockets				
Charge voltage				
Check operation of all 230V appliances, fans & luminaries				
Check all aftermarket items				

Testing Service Technician Name:

Paul Thomas

LPG Gas System (Technicians Handbook Section 4)

(Gas appliances not serviced unless requested)

P F N/A R

Regulator, gas hose, pipework & manifold				
Carry out gas tightness check				
Appliances – check operation of all gas appliances fitted including FFD's				
Security of gas cylinder(s)				
Ensure all gas dispersal vents are clear				

Testing Service Technicians Name:

Paul Thomas

Water System (Technicians Handbook Section 5.6 & 5.7)

P F N/A R

Water pump & pressure switch/microswitches				
Taps, valves, pipes & tank (if fitted)				
Water inlets				
Waste system				
Toilet				

Bodywork (Technicians Handbook Section 5)

P F N/A R

Doors & windows				
General condition of bodywork including roof				
External seals & bonded joints condition				
Roof straps (if applicable)				
Grab handles				
Number plate – check it is marked: BS AU 145d or BS AU 145 (mandatory since 1973) & check security/legibility				
Floor				
Furniture				
Blinds & fly screens				
Rising roof (if applicable)				
Damp test – carry out & note reading on separate water ingress report sheet				

Ventilation (Technicians Handbook Section 5.4)

P F N/A R

Fixed ventilation (low & high levels)				
Roof lights				

Fire & Safety (Technicians Handbook Section 5.5)

P F N/A R

Press test button on smoke alarm to test electrical circuitry & sound alarm (if fitted)				
Press test button on CO alarm to test electrical circuitry & sound alarm (if fitted)				
If a fire extinguisher is fitted, check security of its housing (see below)				

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

Smoke alarm expiry date
(if visible)

Carbon monoxide alarm expiry date
(if visible)

Fire extinguisher expiry date

Important – All appliances are tested for operation only. This does not confirm that they are working to the prescribed standard. Additional servicing may be required for warranty purposes/products (e.g. fridge)



Tourer Annual Service Finalisation and Observation Report

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

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0123 00100
12345678

Service Information/Additional Work & Observations

Repaired

EICR Offered

Yes / No / N/A

Wheel Bolt Torque Checked

Torque Setting NM

Signature	
Name	Paul Thomas
Double Check Signature (if possible)	
Name	Paul Thomas

Tyres	N/S/F	N/S/R	O/S/F	O/S/R	Spare
Tyre age*					
Tyre pressure PSI or BAR					
Tyre tread depth (mm)					

*Recommended replacement if over 5 years old and never use beyond 7 years old.

- | | |
|---|---|
| ☐ Gas turned off | ☐ Lights turned off |
| ☐ Roof lights latched | ☐ Water pump turned off |
| ☐ Windows locked | ☐ 12V/main power switch turned off |
| ☐ All cupboards closed/latched | ☐ Old parts left in tourer (if suitable) |
| ☐ Exterior lockers locked | ☐ All protective coverings removed |
| ☐ Exterior door locked | ☐ Service book stamped |

Battery rest voltage

RCD test times

1x1Δn

5x1Δn

Earth Bond

Continuity Test

Chassis Ω

Gas Ω

Charger voltage

Gas hose

expiry/manufacture date

Regulator age

This service report only relates to the condition of the above-mentioned tourer 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 Technician Name	Paul Thomas	Signature	
Customer Signature		Date	

Your feedback is important to the scheme. please take a few minutes to login to www.approvedworkshops.co.uk and complete the customer satisfaction survey. Thank you.



Tourer Damp Report

Approved Workshop Name & Address

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Eglwysbach
Colwyn Bay
LL28 5RN

Job Reference/Date

0123 00/00

Customer Name

Make & Model

CRiS/Vin Number

Mr Jones

Swift Celebration

12345678

Guidance Notes

Moisture levels between 0-15% - no cause for concern, only readings of over 15% are recorded.

Moisture levels between 15-20% - may require further investigation. Compare with average readings and consider a recheck after 3 months.

Moisture levels between 20-30% - will require further investigations to look for other possible indications of water ingress. Possible resealing required to avoid further degrading.

Moisture levels 30% and above – may indicate that structural damage or deterioration is occurring. Possible resealing required to avoid further degrading followed by immediate rectification action, as necessary.

Comments and Recommendations

Please Note

We would emphasise that the above report accurately reflects the condition of your tourer at the date stated. These readings may be subject to atmospheric conditions and the company cannot accept any liability for damp, which may become apparent at a future date.

Completed in line with the latest AWS Damp Testing Matrix and carried out in accordance with the latest AWS service technician's handbook and manufacturers guidance in relation to areas required to test.

Only the inside of the habitation unit is tested.

Personal belongings will not be removed from lockers and storage areas, which therefore, may limit the scope of the damp report.



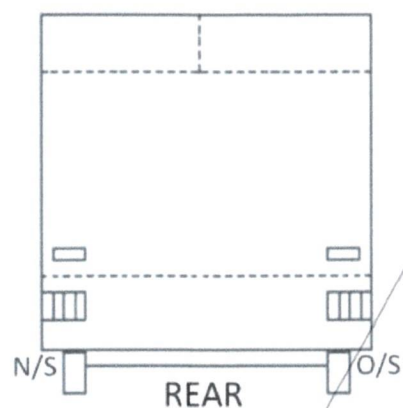
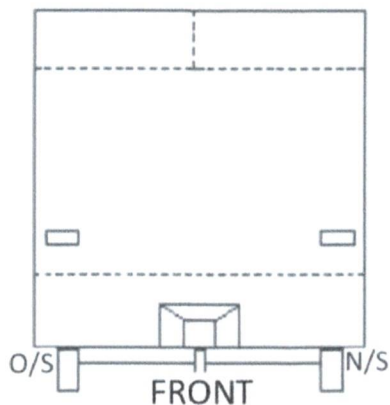
Tourer Damp Report

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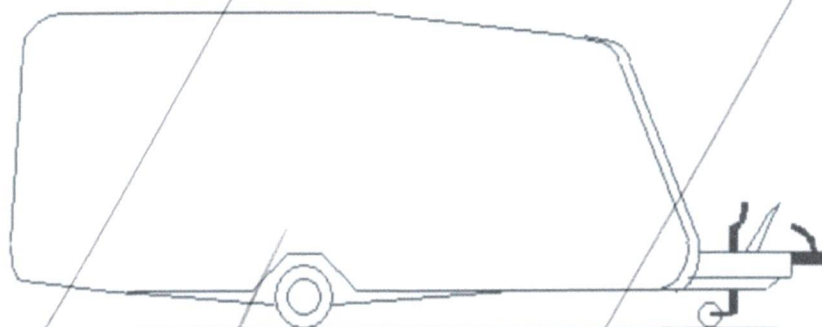
Job Reference/Date

0123 00/00



*Readings taken at 300mm intervals.

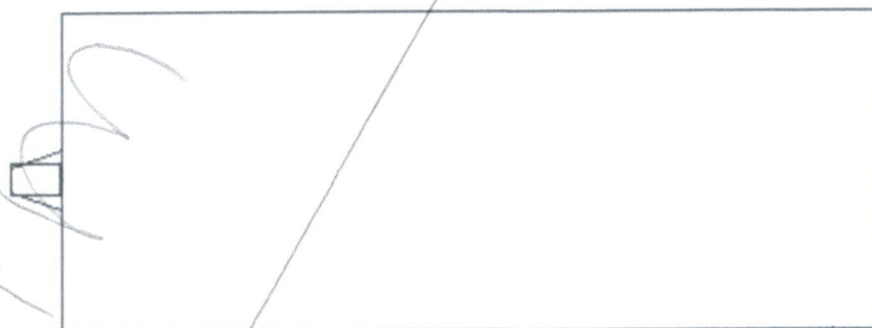
Damp meter calibration check figure	
Weather Conditions	
Ambient Temperature	
Damp Meter make & model	Protimeter Digital Mini BLD5702
Service Technician Name	Paul Thomas
Signature	
Customer Signature	
Date	



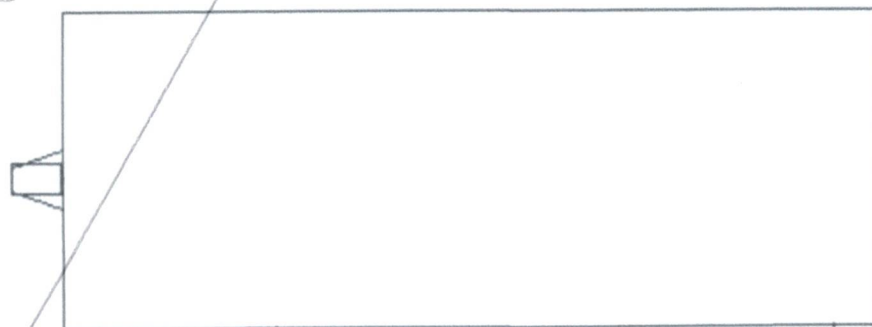
OFFSIDE



NEAR SIDE



CEILING



FLOOR