

MOBILITY SCOOTER ANNUAL PREVENTATIVE MAINTENANCE / SERVICE CHECKLIST



Customer Name:	Asset Number:	AML -SCOOTER-APMC
Scooter Model:	Serial Number:	
Technician Name:	Date:	

Please read the Annual Preventative Maintenance (AML-SCOOTER-APMC) before starting the checks This checklist is to be used with all Mobility Scooters. Skip or cross elements that do not apply

Category	Components	Checks	Remedy	Checked	Notes / Action required
Tyres & Wheels	Tyres	Inspect for wear, cracks, punctures; check tread depth and pressure	Inflate to correct pressure; replace if worn, cracked, or punctured		
	Wheels & Rims	Ensure rims are free from cracks; wheels spin freely	Replace any cracked rims; tighten or realign if wheels do not spin freely		
Suspension & Frame	Chassis & Frame	Inspect for cracks, rust; secure all bolts and fasteners	Replace or repair rusted or cracked parts; tighten bolts and fasteners		
	Suspension System (if applicable)	Check for wear, leaks; test smoothness and lubricate as needed	Replace worn or leaking components; lubricate moving parts as needed		
Electrical System	Battery	Perform load test; inspect for damage, clean connections, and apply grease	Charge or replace if it fails the load test; clean terminals and apply dielectric grease		
	Charger	Check for malfunction, correct output, and charging port condition	Repair or replace malfunctioning charger; ensure proper output and clean charging port		
	Fuses & Circuit Breakers	Test functionality; ensure no power loss	Replace faulty fuses or reset circuit breakers		
	Wiring & Connections	Inspect for wear, corrosion; ensure secure connections	Repair or replace damaged or corroded wiring and ensure connections are secure		
Drive System	Motor	Test under load for noise; inspect for overheating and lubricate	Lubricate components; repair or replace if overheating or unusual noises are present		
Gearbox / Transmission	Gearbox / Transmission	Check for leaks, smooth operation	Repair leaks; lubricate and realign if necessary for smooth operation		
	Freewheel Lever	Test for smooth operation and locking	Repair or adjust the mechanism for smooth operation and proper locking		
Control System	Controller (ECU)	Run diagnostics; check for faults and smooth operation	Address any diagnostic faults; update or repair for smooth operation		
	Throttle / Accelerator	Test response; lubricate if needed	Lubricate throttle mechanism; replace if faulty		

	Key Ignition / On-Off Switch	Verify key operation; ensure durability	Repair or replace key switch if not functioning properly		
	Speed Settings	Ensure all speed settings (low, medium, high) are working correctly	Adjust or recalibrate speed settings if necessary		
Brake System	Electromagnetic Brakes	Test brake function under load for quick and smooth stopping	Adjust or replace if stopping performance is compromised		
		Inspect brake wear and performance, ensuring it engages properly when the throttle is released	Replace if worn beyond recommended limits		
	Brake Pads (if applicable)	Inspect the condition of brake pads for wear	Replace brake pads if they are worn beyond recommended limits		
	Parking Brake	Verify that the parking brake holds the scooter securely on a slope	Adjust and test the brake mechanism if necessary		
Steering & Handlebar	Steering Column	Check for smooth and free movement of the steering column	Lubricate joints and moving parts in the steering system		
		Inspect for looseness or excessive play in the steering mechanism	Repair if there is excessive play or stiffness		
	Handlebars	Verify that the handlebars are securely fastened and aligned properly	Tighten or realign if loose		
		Inspect grips and ensure they are not worn or loose	Replace grips if worn or damaged		
Lights & Indicators	Headlights & Taillights	Verify proper operation of headlights and taillights	Replace any burnt-out bulbs and clean light covers for better visibility		
	Indicators & Horn (if applicable)	Check turn indicators for correct operation	Repair or replace faulty indicators		
		Test the horn to ensure it functions correctly and audibly	Repair or replace horn if not functioning correctly		
Seat & Comfort Features	Seat Condition	Inspect the seat for tears, wear, or exercise play.	Repair or replace worn or damaged seat components		
	Armrests & Footrests	Inspect armrests and footrests for damage or wear; ensure that its correctly fastened	Inspect for wear; check adjustability		
Miscellaneous	Mirrors (if applicable)	Check that mirrors are secure and provide clear visibility	Tighten or replace loose or broken mirrors		
	Storage Compartments (if applicable)	Inspect any storage compartments or baskets for wear or damage	Repair or replace damaged compartments		
Technician Name:		Signed:		Date:	