



**Model:**  
Roadster

**Vehicle System:**  
00 - Inspection & Service

**Region:**  
All

## Roadster 12,000 mi/20,000 km (12 month) Maintenance Checklist

Date	
Customer	
VIN	
Mileage	

Service Operation		Roadster 1.5	Roadster 2.X	✓
<b>PREPARATION</b>	Fit protective covers to seats, footwells, steering wheel, and rear body. Remove the rear under-tray diffuser assembly.	•	•	
<b>TRANSMISSION</b>	Inspect for leaks and check the fluid level.	•	•	
	Inspect/check the torque reaction mount, and tighten the sub-frame bolt to 80 Nm.	•	•	
<b>MOTOR</b>	Inspect the shroud for damage/blockage.	•	•	
	Clean the insulator ring.	•	n/a	
	Inspect the motor cable and clean the phase terminal.	•	•	
	Apply Penetrox to the motor cable lugs at the PEM during re-assembly.	n/a	•	
	Inspect motor cable routing.	n/a	•	
	Visually inspect the motor encoder for contamination.	n/a	•	
	Clean the motor fan.	•	•	
<b>BATTERY PACK</b>	Check the torque of mounting hardware.	•	•	
	Inspect the BMB cover gasket.	•	•	
	Check the cooling system (manifold, end fittings, hoses, and clamps).	•	•	
	Check the level of cooling fluid and record the specific gravity: _____	•	•	
	Perform a battery monitor test.	•	•	
<b>HVAC</b>	Inspect the condenser and lines. Clean the condenser finning (if needed).	•	•	
	Evacuate and refill refrigerant charge.	•	every 2 <sup>nd</sup> year	
	Drain and refill the coolant. <b>NOTE:</b> Coolant drain and refill is not included in the price of the 12,000 mi/20,000 km (12 month) Service.	every 4 <sup>th</sup> year	every 4 <sup>th</sup> year	
<b>BRAKES</b>	Change the brake fluid. <b>NOTE:</b> Brake fluid replacement is not included in the price of the 12,000 mi/20,000 km (12 month) Service.	every 2 <sup>nd</sup> year	every 2 <sup>nd</sup> year	
	Check operation of parking brake, and adjust if necessary.	•	•	
	Inspect all brake pads and discs. Specify pad thickness: Front Driver's side: _____ mm Front Passenger's side: _____ mm Rear Driver's side: _____ mm Rear Passenger's side: _____ mm	•	•	
	Inspect brake hoses, pipes, and hydraulic units.	•	•	
	Check the brake fluid level.	•	•	

Service Operation		Roadster 1.5	Roadster 2.X	✓
<b>STEERING/ SUSPENSION</b>	Check the condition of the front and rear suspension, including ball joints and boots.	●	●	
	Check that the torque of the rear toe link inboard fixing is 60 Nm.	●	●	
	Inspect dampers.	●	●	
	Inspect front and rear wheel bearings for end play.	●	●	
	Inspect drive shaft boots.	●	●	
	Check for proper steering wheel function.	●	●	
<b>WHEELS/TIRES</b>	Inspect the condition of all tires and record tread depths: Front Driver's side: outer_____ mm center_____ mm inner_____ mm Rear Driver's side: outer_____ mm center_____ mm inner_____ mm Rear Passenger's side: outer_____ mm center_____ mm inner_____ mm Front Passenger's side: outer_____ mm outer_____ mm outer_____ mm	●	●	
	Check that the torque of all wheel bolts is 105 Nm.	●	●	
	Check the Tire Pressure Monitoring System (TPMS) and specify the setting: Comfort:_____ Range:_____	●	●	
	Set and specify all tire pressures: Front Driver's side:_____ psi Front Passenger's side:_____ psi Rear Driver's side:_____ psi Rear Passenger's side:_____ psi	●	●	
<b>ELECTRICAL</b>	Inspect the operation of the charge port door.	●	●	
	Apply grease to the charge port ramps. Refer to TN-14-44-001.	●	●	
	Inspect the operation of all interior and exterior lights.	●	●	
	Check 12V battery functionality. Refer to TSB-10-17-005.	n/a	●	
<b>BODY</b>	Inspect the operation of (lubricate and adjust, if needed) all hinges, latches, and locks (including driver's door, trunk, and ignition).	●	●	
	Inspect the operation and condition of all seat belts.	●	●	
	Check wiper operation, washer jet position, and refill reservoir.	●	●	
	Replace wiper inserts.	●	●	
	Check horn operation.	●	●	
	Check operation of alarm and keys.	●	●	
	Replace the battery in both keys.	●	●	
<b>CHASSIS/FRAME</b>	Check rear subframe for corrosion, scaling, flaking, fatiguing, weld pitting, joint integrity, gussets, and mounting areas.	●	●	
<b>PEM</b>	Visually inspect PEM chassis for damage.	●	●	
	Check operation of PEM and/or motor fan.	●	●	
	Check condition of baffle.	●	n/a	
	Clean the megapole heat sinks when PEM is removed.	●	●	
	Check the torque of mounting hardware during installation.	●	●	
	Measure the ground strap resistance.	●	●	
	Inspect the seals of motor inlet cable cover and top access hatch.	n/a	●	
	Clean the PEM fan.	n/a	●	
<b>VMS</b>	Download and review vehicle logs.	●	●	
	Check the firmware revision and update before and after service, if needed.	●	●	
	Reset the service interval indicator (12 month, 12,000 mile/20,000 kilometer service).	●	●	
<b>DRIVE</b>	Perform a vehicle test drive.	●	●	

Service Operation		Roadster 1.5	Roadster 2.X	✓
<b>CLEAN</b>	Vacuum the interior and wipe all interior surfaces.	●	●	
	Wash the vehicle exterior.	●	●	
	Fit the soft-top and adjust the tension cable.	●	●	
<b>CHARGE</b>	Charge the battery to full capacity in Standard Mode.	●	●	
	Inspect all of the customer's charging equipment for damage, excessive wear, and discoloration.	●	●	
	Verify proper operation of charging cable.	●	●	

**NOTES:**

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Technician:	Manager:
Signature:	Signature:
Date:	Date: