



Service Circular - Maintenance

2006 Maintenance Schedule

Subject: 2006 Model Year Audi A4/S4 Avant, A4/S4 Sedan, and A4/S4 Cabriolet Maintenance Schedule

Number: AMS-05-19
Date: September 1, 2005

This Maintenance Service Circular AMS-05-19 dated September 1, 2005 supersedes Maintenance Service Circular AMS-05-18 dated August 5, 2005, containing Perfect Delivery Inspection Procedure, Inventory Maintenance Checklist, Suggested Repair Times and Scheduled Maintenance Intervals for the 2006 Model Year Audi A4/S4 Avant, A4/S4 Sedan, and A4/S4 Cabriolet Maintenance Schedule

Note: Perfect Delivery Inspection and Inventory Maintenance Checklist suggested maintenance times are applicable to United States only.

For states that require a manufacturer's statement regarding the delivery inspection procedure, the Perfect Delivery Inspection section of this Circular may be utilized for that purpose.

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A4 / S4 Sedan and Avant Perfect Delivery Inspection (PDI)



Stock No.: _____ Dealer Number: _____ R.O. No.: _____

V.I.N.: _____ Road test mileage out: _____ mileage in: _____

A4/S4 Technician Checklist (Part I) All Items must be completed prior to customer delivery by an Audi Technician.

- Remove full body cover (if installed) following TB Group 00

Note: This is a 2-person task

Battery inspection:

- Check battery clamps for tightness. Tighten if required.
- Check the battery prior to starting engine with MCR340A
Record MCR340A code: _____
(If necessary, recharge with the "inCharger" MCR940A)
- Verify installation of all fuses. Re-install fuses removed during transportation or as found in PDI kit or ashtray as required.

Under the Hood Fluid Check and Inspection:

- Visually inspect for leaks and loose components in engine compartment
- Oil (Audi 502.00), coolant, power steering and brake fluid levels – top off if required
- Windshield washer/headlight washer. Fill to upper level and check concentration.

On Hoist Inspection:

- Check underside of vehicle for fluid leaks and loose components
- Check steering, boots, brake system, hoses, tires and wheels for damage
- Remove suspension blocks (if installed)
- Inspect wheel bolts for proper torque using torque wrench
- Install wheel bolt covers and center caps as supplied
- Sold or demo/display vehicles: Set tires to normal load tire pressure.
- Record pressures here: Front _____ Rear _____
- If vehicle will be stored and not used as demo, inflate tires to 48-51psi

Trunk Inspection:

- Verify emergency repair tools and jack are installed securely in trunk tool kit
- Install wheel bolt cover removal tool from PDI kit and wheel lock key (if applicable) into trunk tool kit behind right side cover
- Set spare tire pressure. Record pressure here: _____
- Verify trunk opens and closes smoothly
- Verify operation of trunk emergency release handle

Transport mode deactivation, DTC check, set service reminder

With the VAS 5051 or VAS 5052:

- Deactivate vehicle transport mode
- Interrogate fault memory of all control modules, erase any DTC's
- Set service reminder
- Print diagnostic log

Exterior Inspection:

- Install permanent wiper blades unless vehicle is for inventory storage
- Test windshield washers for aim and function
- Test windshield wiper switch functions including intermittent and rain sensor functions
- Inspect windshield wipers for proper cleaning, excessive noise, chattering or skipping. Adjust if necessary.
- Turn on headlights and test headlamp washers (if equipped) and headlight and fog light aiming. Verify operation of high/low beams/AUTO setting and coming home/leaving home light operation.
- Verify operation of daytime running lights (DRL) and switch on IP
- Check 2 remote keys: Central locking system/remote functions (check all buttons and functions including seat, mirror, and steering wheel memory settings while opening door)
- Verify all 4 keys manually in driver's door and 2 masters in trunk lid
- Inspect all remote keys- press all buttons: lock/unlock/trunk release panic
Note: If battery has been replaced, it may be necessary to re-synchronize remotes (included in PDI)
- Exterior lights – check operation including turn signals, reverse lamps, parking lights, marker lights, hazard flashers, brake lights (including 3rd brake light), rear fog lamps, puddle lights, and license plate lamps

Interior Inspection:

- Record start mileage on inspection checklist
- Check driver's door switches: Door locks/trunk release/fuel door release
- Inspect instrument cluster warning lights
- Verify operation of central locking system locking/unlocking on all doors
- Verify immobilizer functions: Verify that engine starts and runs for more than 5 seconds, with all keys in ignition (Immobilizer test)
- Check both front seat power adjustments and seat memory operation
- Verify operation of front/rear interior lights including doors, map and foot wells
- Mirrors: inspect folding, adjustments, RH tilt in reverse, and memory
- Verify cup holder and ashtray door operation
- Power windows: cycle all/verify operation including convenience open/close feature
- Inspect operation of lighter, ashtray door, aux. outlet under armrest and rear outlet
- Set clock and date to local time/date using correct format
- Verify operation of all front and rear seat belts and latches
- Verify glove box release and smooth opening/closing of glove box
- Calibrate rearview mirror compass to proper zone
- Verify rearview mirror self-dimming function and lighting

Interior Inspection (cont'd):

- Cup Holders: Check for proper operation of rear armrest cup holder
- Multi-function steering wheel: check operation of all switches
- Steering column: check tilt/telescope adjustments
- Horn: check operation
- Check sunroof operation (open/close/vent/deflector at edge)
- Verify operation of child safety lock-out switch –check rear door interior latch and rear windows do not operate from the inside when on
- Check climate control functions and manual buttons- blower speeds, vent distribution, recirculation, defrost/defog. Verify display is set to correct country settings
- Sunshades: check operation / mirrors / lighting
- Passenger side airbag: verify operation of Passive Occupant Detection System
- Tire pressure monitoring - store current tire pressure values (if equipped)

Radio Inspection (Engine running outside- vehicle in PARK)

- Radio/CD/Satellite Radio: Verify operation in AM/FM/CD/SAT (if equipped) modes using radio and steering wheel controls
- Verify operation of CD changer if equipped
- Verify installation of correct Satellite receiver (if equipped) in radio
- Set radio presets to local stations with strong signal reception

Audi Navigation Plus Inspection (if equipped)

- Navigation DVD: obtain DVD from Parts Dept. and install into Navigation unit behind the tilting faceplate of the Navigation Plus console. Verify operation of Audi Navigation Plus (on/off/tilt)
- Verify and set Language and Measurement Units in Car/Settings menu
- Navigation location: set dealership location (for following back to dealership during road test)
- MP3 SD card slots- insert card and test function

Road Test Inspection:

- Verify engine performance and acceleration. Listen for abnormal noise/vibrations.
- Automatic transmission: Verify proper operation including auto shift lock, kickdown/Tiptronic®, and paddle shifters (as equipped)
- Manual transmission: verify smooth clutch operation and gear selection. Listen for abnormal noise. Verify clutch pedal starting interlock switch.
- CVT transmission: Check for smooth operation/abnormal noises/vibrations
- Ride quality: listen for abnormal road or wind noises. Check for squeaks/rattles.
- Check steering/tires for pulling/vibration/noise/flat spotting
- Verify alignment of steering wheel and check alignment for drift/pull
- Apply brakes and verify operation. Check for abnormal noise/vibration/pulsation
- Parking brake: apply and verify hold and release
- Verify quality of radio reception in AM and FM bands
- SAT radio (if equipped): press SAT button on radio and verify reception
- Cruise control verify all functions
- Climate control: Verify A/C / heat in all positions. Cycle recirculation and Econ.
- Seat heating: Inspect for proper operation
- Navigation function (if equipped): activate NAV and follow directions back to dealership

Post Road Test Inspection:

- Interrogate fault memory using VAS 5051 or VAS 5052
- Record final mileage on checklist, sign checklist and obtain Service Manager's signature. Remove top copy for RO and place remainder of checklist in glove box.
- Anti-theft alarm: Lock vehicle with remote and verify LED on driver's window sill blinks

If Vehicle is for Showroom Display/Inventory Storage or Demo Use:

- Apply Inventory Maintenance Sticker
- Perform 30 Day Maintenance Inspection every 30 days
Checks performed: ___30 ___60 ___90 ___120
- Perform final PDI check (Part II) prior to customer delivery

I certify that all operations have been completed and this vehicle has been prepared in accordance with Audi procedures and quality standards.

Technician Signature: _____ Date: ___/___/___

Service Manager's Signature: _____ Date: ___/___/___



Audi

A4 / S4 Final PDI Delivery Check and Detailer Perfect Delivery Inspection

Stock No.: _____ Dealer Number: _____

V.I.N.: _____

A4/S4 Technician Final PDI Check (Part II)

All Items on this inspection must be completed (in addition to Part I) if vehicle was stored in inventory, used for showroom display, or used as a demo vehicle.

R.O. No.: _____ Date: _____ Mileage Start: _____ Mileage Finish: _____ Technician Name: _____

Battery inspection:

- Check the battery prior to starting engine with MCR340A
Record MCR340A code: _____
(If necessary, recharge with the "inCharger" MCR940A)

Under the Hood Fluid Check and Inspection:

- Oil (Audi 502.00), coolant, power steering and brake fluid levels – top off if required
- Windshield washer/headlight washer. Fill to upper level and check concentration.

On Hoist Inspection:

- Set all tires to normal load tire pressure.
- Record final pressures here: Front _____ Rear _____
- Install front license plate or filler panel (as required in your market)

Trunk Inspection:

- Set spare tire pressure. Record pressure here: _____

Exterior Inspection:

- Install permanent wiper blades unless vehicle is for inventory storage
- Test windshield washers for aim and function
- Test windshield wiper switch functions including intermittent and rain sensor functions
- Inspect windshield wipers for proper cleaning, excessive noise, chattering or skipping. Adjust if necessary.

- Check 2 remote keys: Central locking system/remote functions (check all buttons and functions including seat, mirror, and steering wheel memory settings while opening door)
- Verify all 4 keys manually in driver's door and 2 masters in trunk lid
- Inspect all remote keys- press all buttons: lock/unlock/trunk release panic
Note: If battery has been replaced, it may be necessary to re-synchronize remotes (included in PDI)

Interior Inspection:

- Record start mileage on inspection checklist
- Set clock and date to local time/date using correct format
- Tire pressure monitoring - store current tire pressure values (if equipped)

Road Test Inspection:

- Verify engine performance and acceleration. Listen for abnormal noise/vibrations
- Ride quality: listen for abnormal road or wind noises. Check for squeaks/rattles.
- Check steering/tires for pulling/vibration/noise/flat spotting.
- Verify alignment of steering wheel and check alignment for drift/pull
- Apply brakes and verify operation. Check for abnormal noise/vibration/pulsation

Post Road Test Inspection:

- Interrogate fault memory using VAS 5051 or VAS 5052 and print Diagnostic Log
- Record final mileage on checklist, sign checklist

WARNING: Do NOT Use Accessories (Radio, ETC.) While Performing Detail, As This Can Discharge The Battery.

Perfect Delivery Detailer Checklist

Must be completed within 48 hours prior to customer delivery

Exterior–Prior to Delivery

- Remove protective covering
- Wash/dry vehicle exterior including inside door jams and under trunk
- Inspect painted surfaces/moldings/glass and remove any residue
[If any defects (scratches/dings/dents/body damage) are found contact your supervisor to arrange for immediate repair]
- Inspect body for paint defects and damage
- Check interior floors, sunroof, trunk, front and rear windshield and all windows for water leaks
- Clean alloy wheels/tires-remove any adhesive on wheels using 3M General Purpose Adhesive Cleaner
- Apply 3M Perfect-It™ Paste Wax
- Using 3M™ Gloss Enhancer & Cleaner Clay, clean front and rear windshield. After cleaning feel surface of glass with paper to be sure glass is smooth

Under Hood–Prior to Delivery

- Wipe down engine compartment and remove excess water from grille and hood area
Important: **Do not use dressing or chemicals containing silicone!**

Interior–Prior to Delivery

- Clean all glass/sunroof (if equipped)/interior rear view mirror and visor mirrors
- Remove all trim protection/coverings/stickers/decals
WARNING! Do not remove airbag warning triangle/warning labels
- Check upholstery/clean as required
- Check for excessive grease on seat tracks/clean as required
- Check all interior surfaces/compartments (including sun visor/headliner) for marks or fingerprints. Clean as required
- Vacuum carpet
- Check luggage compartment/vacuum
- Install front/rear floor mats (including locking clips/tabs if applicable/check color match)

Final Quality Inspection

- Re-inspect vehicle for surface scratches, swirl marks, paint chips, dents, wax residue, dust, or lint preferably in area where vehicle is to be delivered. If this is not possible, inspect vehicle in shop under fluorescent lights or in bright sunlight.

I certify that all operations have been completed and this vehicle has been prepared in accordance with Audi procedures and Quality Standards.

Detailer Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Please refer to Technical Bulletin Group 00 for Detailer responsibilities, specific use of chemicals and for part numbers to order materials.

Attn: Detailer

Following this procedure is necessary to claim PDI reimbursement at your dealership.
Please place this form in the glove box once completed.

A4 Cabriolet / S4 Cabriolet Perfect Delivery Inspection (PDI)



Stock No.: _____ Dealer Number: _____ R.O. No.: _____

V.I.N.: _____ Road test mileage out: _____ mileage in: _____

Technician Checklist (Part I) All Items must be completed prior to customer delivery by an Audi Technician

- Remove full body cover (if installed) following TB Group 00

Note: This is a 2-person task

Battery inspection:

- Check battery clamps for tightness. Tighten if required.
- Check the battery prior to starting engine with MCR340A
Record MCR340A code: _____
(If necessary, recharge with the "inCharger" MCR940A)
- Verify installation of all fuses. Re-install fuses removed during transportation or as found in PDI kit or ashtray as required.

Under the Hood Fluid Check and Inspection:

- Visually inspect for leaks and loose components in engine compartment
- Oil (Audi 502.00), coolant, power steering and brake fluid levels – top off if required
- Windshield washer/headlight washer. Fill to upper level and check concentration.

On Hoist Inspection:

- Check underside of vehicle for fluid leaks and loose components
- Check steering, boots, brake system, hoses, tires and wheels for damage
- Remove suspension blocks (if installed)
- Inspect wheel bolts for proper torque using torque wrench
- Install wheel bolt covers and center caps as supplied
- Sold or demo/display vehicles: Set tires to normal load tire pressure
- Record pressures here: Front _____ Rear _____
- If vehicle will be stored and not used as demo, inflate tires to 48-51psi

Trunk Inspection:

- Verify emergency repair tools and jack are installed securely in trunk tool kit
- Install wheel bolt cover removal tool from PDI kit and wheel lock key (if applicable) into trunk tool kit behind right side cover
- Set spare tire pressure. Record pressure here: _____
- Verify trunk opens and closes smoothly
- Verify operation of trunk emergency release handle

Transport mode deactivation, DTC check, set service reminder

With the VAS 5051 or VAS 5052:

- Deactivate vehicle transport mode
- Interrogate fault memory of all control modules, erase any DTC's
- Set service reminder
- Print diagnostic log

Exterior Inspection:

- Install permanent wiper blades unless vehicle is for inventory storage
- Test windshield washers for aim and function
- Test windshield wiper switch functions including intermittent and rain sensor functions
- Inspect windshield wipers for proper cleaning, excessive noise, chattering or skipping. Adjust if necessary.
- Turn on headlights and test headlamp washers (if equipped) and headlight and fog light aiming. Verify operation of high/low beams/AUTO setting and coming home/leaving home light operation.
- Verify operation of daytime running lights (DRL) and switch on IP
- Check 2 remote keys: Central locking system/remote functions (check all buttons and functions including seat and mirror settings while opening door)
- Verify all 4 keys manually in driver's door and 2 remote keys in trunk lid lock cylinder
- Inspect all remote keys- press all buttons: lock/unlock/trunk release panic
Note: If battery has been replaced, it may be necessary to re-synchronize remotes (included in PDI)
- Exterior lights – check operation including turn signals, reverse lamps, parking lights, marker lights, hazard flashers, brake lights (including 3rd brake light), rear fog lamps, puddle lights, and license plate lamps

Interior Inspection:

- Record start mileage on inspection checklist
- Check driver's door switches: Door locks/trunk release/fuel door release
- Inspect instrument cluster warning lights
- Verify operation of central locking system locking/unlocking on all doors and glove box
- Verify immobilizer functions: Verify that engine starts and runs for more than 5 seconds, with all keys in ignition (Immobilizer test)
- Check both front seat power adjustments and seat memory operation
- Verify operation of front/rear interior lights including doors, dome, map and foot wells
- Mirrors: inspect folding, adjustments, RH tilt in reverse, and memory
- Verify cup holder and ashtray door operation
- Power windows: cycle all/verify operation including convenience open/close feature
- Inspect operation of lighter, ashtray door, and rear outlet
- Set clock and date to local time/date using correct format
- Verify operation of all front and rear seat belts and latches
- Verify glove box release and smooth opening/closing of glove box

Interior Inspection (cont'd):

- Calibrate rearview mirror compass to proper zone
- Verify rearview mirror self-dimming function and lighting
- Verify convertible top manual closing tools are present
- Cup Holders: Check for proper operation of rear armrest cup holder
- Multi-function steering wheel: check operation of all switches
- Steering column: check tilt/telescope adjustments
- Horn: check operation
- Check climate control functions and manual buttons- blower speeds, vent distribution, recirculation, defrost/defog. Verify display is set to correct country settings
- Check operation of heated rear seats
- Sunshades: check operation / mirrors / lighting
- Tire pressure monitoring - store current tire pressure values (if equipped)

Radio Inspection (Engine running outside- vehicle in PARK)

- Radio/CD/Satellite Radio: Verify operation in AM/FM/CD/SAT (if equipped) modes using radio and steering wheel controls
- Verify operation of CD changer if equipped
- Verify installation of correct Satellite receiver (if equipped) in radio
- Set radio presets to local stations with strong signal reception

Audi Navigation Plus Inspection (if equipped)

- Navigation DVD: obtain DVD from Parts Dept. and install into Navigation unit behind the tilting faceplate of the Navigation Plus console. Verify operation of Audi Navigation Plus (on/off/tilt)
- Verify and set Language and Measurement Units in Car/Settings menu
- Navigation location: set dealership location (for following back to dealership during road test)
- MP3 SD card slots- insert card and test function
- Voice activation (if equipped)- test command

Road Test Inspection:

- With engine running to conserve battery power, test folding power top
- Verify engine performance and acceleration. Listen for abnormal noise/vibrations.
- Automatic transmission: Verify proper operation including auto shift lock, kickdown/Tiptronic®, and paddle shifters (as equipped)
- Manual transmission: verify smooth clutch operation and gear selection.
- Ride quality: listen for abnormal road or wind noises. Check for squeaks/rattles.
- Check steering/tires for pulling/vibration/noise/flat spotting
- Verify alignment of steering wheel and check alignment for drift/pull
- Apply brakes and verify operation. Check for abnormal noise/vibration/pulsation
- Parking brake: apply and verify hold and release
- Verify quality of radio reception in AM and FM bands
- SAT radio (if equipped): press SAT button on radio and verify reception
- Cruise control verify all functions
- Climate control: Verify A/C / heat in all positions. Cycle recirculation and Econ.
- Front seat heating: Inspect for proper operation
- Navigation function (if equipped): activate NAV and follow directions back to dealership

Post Road Test Inspection:

- Interrogate fault memory using VAS 5051, 5051B or 5052
- Record final mileage on checklist, sign checklist and obtain Service Manager's signature. Remove top copy for RO and place remainder of checklist in glove box.
- Anti-theft alarm: Lock vehicle with remote and verify LED on driver's window sill blinks

If Vehicle is for Showroom Display/Inventory Storage or Demo Use:

- Apply Inventory Maintenance Sticker
- Perform 30 Day Maintenance Inspection every 30 days
Checks performed: ____30 ____60 ____90 ____120
- Perform final PDI check (Part II) prior to customer delivery

I certify that all operations have been completed and this vehicle has been prepared in accordance with Audi procedures and quality standards.

Technician Signature: _____ Date: ___/___/___

Service Manager's Signature: _____ Date: ___/___/___

A4 Cabriolet / S4 Cabriolet Final PDI Delivery Check / Detailer Perfect Delivery Inspection



Stock No.: _____ Dealer Number: _____

V.I.N.: _____

Technician Final PDI Check (Part II)

All items on this inspection must be completed just prior to delivery (in addition to Part I) if vehicle was stored in inventory, used for showroom display, or used as a demo vehicle.

R.O. No.: _____ Date: _____ Mileage Start: _____ Mileage Finish: _____ Technician Name: _____

Battery inspection:

- Check the battery prior to starting engine with MCR340A
Record MCR340A code: _____
(If necessary, recharge with the "inCharger" MCR940A)

Under the Hood Fluid Check and Inspection:

- Top off oil (Audi 502.00), coolant, power steering and brake fluid levels –
- Windshield washer/headlight washer. Fill to upper level and check concentration.

On Hoist Inspection:

- Set all tires to normal tire pressure.
- Record final pressures here: Front _____ Rear _____
- Install front license plate or filler panel (as required in your market)

Trunk Inspection:

- Set spare tire pressure. Record pressure here: _____

Exterior Inspection:

- Install permanent wiper blades unless vehicle is for inventory storage
- Test windshield washers for aim and function
- Test windshield wiper switch functions including intermittent and rain sensor functions
- Inspect windshield wipers for proper cleaning, excessive noise, chattering or skipping.

- Check 2 remote keys: Central locking system/remote functions (check all buttons and functions including seat and mirror memory settings while opening door)
- Verify all 4 keys manually in driver's door and 2 remote keys in trunk lid
- Inspect all remote keys- press all buttons: lock/unlock/trunk release panic
Note: If battery has been replaced, it may be necessary to re-synchronize remotes (included in PDI)

Interior Inspection:

- Record start mileage on inspection checklist
- Set clock and date to local time/date using correct format
- Tire pressure monitoring - store current tire pressure values (if equipped)

Road Test Inspection:

- Verify engine performance and acceleration. Listen for abnormal noise/vibrations
- Ride quality: listen for abnormal road or wind noises. Check for squeaks/rattles.
- Check steering/tires for pulling/vibration/noise/flat spotting.
- Verify alignment of steering wheel and check alignment for drift/pull
- Apply brakes and verify operation. Check for abnormal noise/vibration/pulsation

Post Road Test Inspection:

- Interrogate fault memory using VAS 5051, 5051B or VAS 5052
- Print Diagnostic Log
- Record final mileage on checklist, sign checklist

Audi Detailer Perfect Delivery Checklist

Following this procedure is necessary to claim PDI reimbursement at your dealership and must be completed **just prior** to customer delivery

Warning! Do Not Use Accessories (Radio, etc) while Performing Detail, As This Can Discharge Battery.

Warning! Do Not Allow Convertible Top To Remain In A Partially Opened Or Closed Position For Longer Than 5 Minutes! This Will Cause The Top To Stop Functioning And Will Require Service.

Exterior

- Remove protective covering and Rapguard™
- Wash then dry vehicle exterior using clean chamois
- Dry inside door jams and under hood and trunk
- Inspect all painted surfaces / moldings/glass for damage and remove any residue
- Inspect body for paint defects, dents, chips, scratches and damage
Important! If any defects (scratches/dings/dents/body damage) are found, contact your supervisor to arrange for immediate repair
- Check interior floors, trunk, front and rear windshield and all windows for water leaks
- Clean alloy wheels/tires- remove any adhesive on wheels using 3M General Purpose Adhesive Cleaner
- Wax exterior using 3M Perfect-it™ Paste Wax
- Clean front and rear windshield using 3M Gloss Enhancer™ & Cleaner Clay-after cleaning, check with piece of paper to be sure glass is smooth

Please refer to Technical Bulletin Group 00 for Detailer Responsibilities, specific use of chemicals and for part numbers to order materials.

Under Hood

- Wipe down engine compartment and remove excessive water from grille and hood areas
Important! Do not use chemicals or dressings containing silicone

Interior

- Clean all glass surfaces, interior rearview mirror and visor mirrors
- Remove all trim protection / coverings / stickers / decals
Warning! DO NOT REMOVE AIRBAG WARNING TRIANGLE or WARNING LABELS!
- Check interior upholstery, dashboard, sun visors and headliner for damage, stains, grease, fingerprints and clean as required
- Check for excessive grease on seat tracks and clean as required
- Vacuum carpet and luggage compartment
- Install front and rear floor mats and check color match with interior

Final Quality Check

- Re-inspect vehicle for surface scratches, swirl marks, paint chips, dents, wax residue, dust, or lint preferably in area where vehicle is to be delivered. If this is not possible, inspect vehicle in shop under fluorescent lights or bright sunlight.
- Sign checklist, and obtain supervisor's signature. Place completed form in glove box for ABS delivery

I certify that all operations have been completed and this vehicle has been prepared in accordance with Audi procedures and Quality Standards.

Detailer Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____



30-Day Inventory Maintenance Checklist



Stock # : _____

VIN #

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Dealer # : _____

Perform the 30-Day Inventory inspection **every 30 days of receipt from transporter or swap-in** (i.e. 30,60,90...) until the vehicle is sold.

	30 Days		60 Days		90 Days		120 Days	
	Date Performed:		Date Performed:		Date Performed:		Date Performed:	
	OK	Needs attention	OK	Needs attention	OK	Needs attention	OK	Needs attention
Vehicle Exterior:								
Body surfaces clean and free of environmental contaminants, damage, scratches, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If vehicle has rappguard or if body cover has been removed, open engine compartment and remove any debris from cowl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure proper tire inflations, check tire pressures and maintain storage pressure of 48-51psi (3.3-3.5 bar)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check battery condition- (static Voltage min. 12.5 Volts). Recharge if necessary.*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle Interior:								
All accessories and lights are turned off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior surfaces clean and free of damage, scratches, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Start engine; while idling, open all vents and recirculation flaps and check A/C operation (for at least one minute).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test drive vehicle applying brakes several times (at least 4 times) at 20 mph (32 km/h) to clean brake rotors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
During test drive, verify automatic and manual shift operation. Report any warning lights on instrument cluster to the Service Manager for repair.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verify disposable floor mats are in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Affix next 30-day inventory sticker # W42INVSTKRA Replacement stickers are available through the Audi Technical Literature Ordering Center at 800-544-8021 8:00am-8:00pm EST, or on the Internet at www.audi.ddsLtd.com 24 hours / 7 days a week.		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
After test drive:								
Turn off all climate control systems and close all vents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verify windows, doors, hood, trunk lid and sunroof are fully closed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Turn off all electrical consumers; verify solar panel is connected to the windshield properly and the power outlet or cigarette lighter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verify all protective coverings are in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Inspection Performed By:		Inspection Performed By:		Inspection Performed By:		Inspection Performed By:	

Notes:

* If the battery is dead, disconnected, or below 10 Volts, use VAS5051 / VAS 5052 to reset engine and transmission management systems to BASIC setting. Maintenance of new vehicle stock batteries is the dealership's responsibility. No replacement of batteries due to lack of maintenance, unless the battery is defective. Batteries will be debited unless a Midtronics printout is accompanied with the battery. Also, jump-starting may damage ECM.



