



# CUSTOMER I/O & OUTBOARD SPRING CHECKLIST

LAUNCH DATE: \_\_\_\_\_

**WE MOVE**  
**YES NO**

KEYS \_\_\_\_\_

CUSTOMER \_\_\_\_\_

SIZE/MAKE/MODEL/YEAR: \_\_\_\_\_

PHONE: \_\_\_\_\_

NAME/REG NUMBER: \_\_\_\_\_

SLIP: \_\_\_\_\_ @ \_\_\_\_\_

ENGINE: \_\_\_\_\_ HOURS: \_\_\_\_\_

ENGINE TYPE AND S/N \_\_\_\_\_

**REMOVE WRAP, INSTALL CANVAS**

**SERVICE BATTERIES**

- VISUAL INSPECTION FOR CRACKS/CORROSION
- CLEAN TERMINALS AND SPRAY WITH CRC
- TOP OFF WITH WATER, IF APPLICABLE
- CONNECT TO CHARGER
- LOAD TEST (YEAR \_\_\_\_\_)

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

**COMMISSION ENGINE (& GENERATOR)**

- VISUAL INSPECTION OF ENGINE AND SURROUNDING AREA
- CHECK FLUID LEVELS
- OPEN VALVES
- CHECK SEAWATER PUMP
- PERFORM BATTERY SERVICE (SEE ABOVE)

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

**GAS ENGINE TUNE-UP**

- VISUAL INSPECTION OF ENGINE AND SURROUNDING AREA
- REPLACE SPARK PLUGS
- REPLACE SPARK PLUG WIRES (YEAR \_\_\_\_\_)
- REPLACE CAP AND ROTOR
- REPLACE FUEL FILTER
- REPLACE FUEL WATER SEPARATOR
- REPLACE GEAR/LOWER UNIT OIL
- LUBRICATE ALL GREASE POINTS
- INSPECT ALTERNATOR BELT
- INSPECT FUEL LINES AND COMPONENTS
- INSPECT THERMOSTAT

REPLACE IAC MUFFLER

CHECK POWER TRIM FLUID

CHECK HOSES/CLAMPS

CHECK PULLEYS

CHECK ENGINE FOR PROPER OPERATING RPM @ WOT \_\_\_\_\_

BAY TEST AND TIE UP IN SLIP

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

**DIESEL ENGINE TUNE-UP**

- VISUAL INSPECTION OF ENGINE AND SURROUNDING AREA
- INSPECT BLOCK, MANIFOLD, AND OIL PAN FOR LEAKS AND HEAT SPOTS
- REPLACE PRIMARY AND SECONDARY FUEL FILTERS
- REPLACE ENGINE ZINCS
- CHECK HOSES/CLAMPS, PULLEYS, AND BELTS
- LUBRICATE ALL GREASE POINTS
- CHECK GEAR OIL
- CHECK ENGINE FOR PROPER OPERATING RPM @ WOT \_\_\_\_\_
- BAY TEST AND TIE UP IN CUSTOMER'S SLIP

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

**REINSTALL OUTDRIVE**

- REPLACE GASKETS
- FILL WITH GEAR OIL
- GREASE INPUT SHAFT
- INSPECT BELLOWS & GIMBAL BEARING
- INSPECT SHIFT CABLE
- INSPECT WATER INTAKE

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

**SEE NOTES**



# SPRING I/O AND OUTBOARD CHECKLIST

LAUNCH DATE: \_\_\_\_\_

CUSTOMER \_\_\_\_\_

SIZE/MAKE/MODEL/YEAR: \_\_\_\_\_

PHONE: \_\_\_\_\_

NAME/REG NUMBER: \_\_\_\_\_

## GENERATOR TUNE-UP

- INSPECTION OF GEN AND SURROUNDING AREA
- INSPECT ELECTRICAL CONNECTIONS, TIGHTEN, AND CLEAN AS NEEDED
- INSPECT COOLING HOSES AND TIGHTEN CLAMPS
- OIL & FILTER CHANGE
- REPLACE SPARK PLUG
- REPLACE FUEL FILTER
- REPLACE IMPELLER

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## RAW WATER PUMP

- REPLACE FRONT HALF OF PUMP
- REPLACE ENTIRE PUMP
- REBUILD**

- INSPECT HOUSING
- REPLACE IMPELLER
- INSTALL NEW O-RING
- LUBE IMPELLER
- SEAL O-RING
- CHECK SHAFT BEARINGS
- CHECK SHAFT SEAL FOR LEAKS

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## ENGINE OIL & FILTER CHANGE

- BRING ENGINE UP TO TEMPERATURE
- LAY DOWN ABSORBENT PADS
- DRAIN OLD OIL
- VISUALLY INSPECT OLD OIL - **OK / NG**
- REMOVE OIL FILTER
- WRITE DATE AND HOURS ON NEW FILTER AND REPLACE
- REPLACE ENGINE OIL

START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## COMMISSION WATER SYSTEM (& AC)

- RECONNECT WATER HEATER
- TURN ON ALL FAUCETS AND SHOWERS TO DRAIN ANTIFREEZE FROM SYSTEM
- FILL FRESH WATER TANK WITH WATER
- RUN FAUCETS AGAIN UNTIL FAUCETS RUN CLEAR
- TURN ON AC, PRIME, IF NEEDED, MAKE SURE IT PUMPS  
START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## COMMISSION SEAKEEPER

- INSPECT BOLTS, GASKETS, & HOSES
- INSPECT ELECTRICAL CONNECTIONS, VOLTAGE,
- POLARITY & CHECK FOR ALARMS
- CHECK COOLING SYSTEM, GLYCOL LEVEL, GLYCOL PUMP, & SEAWATER PUMP
- CHECK ZINC  
START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## REPLACE ZINCS

- REMOVE OLD ANODES (DO NOT PLACE ON GROUND)
- CLEAN AND LUBRICATE MOUNTING SURFACE
- INSTALL NEW ANODES & DISPOSE OF USED ANODES  
START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## REMOVE PROP - PORT / STBD

- REMOVE PROP
- INSPECT CUTLASS BEARING
- INSPECT KEYWAY
- STORE PROP NUT & WASHER ON SHAFT
- TAG PROP WITH CUSTOMER'S INFO
- GIVE PROP TO PARTS MANAGER TO SEND OUT OR LEAVE PER CUSTOMER INSTRUCTIONS  
START: \_\_\_\_\_ FINISH: \_\_\_\_\_

## REINSTALL PROP - PORT / STBD

- INSPECT SHAFT
- INSTALL PROP AND BOTH NUTS
- REINSTALL OR REPLACE COTTER PIN  
START: \_\_\_\_\_ FINISH: \_\_\_\_\_

TIED UP IN SLIP BY: \_\_\_\_\_

DATE: \_\_\_\_\_



LAUNCH DATE: \_\_\_\_\_

CUSTOMER \_\_\_\_\_ SIZE/MAKE/MODEL/YEAR: \_\_\_\_\_  
PHONE: \_\_\_\_\_ NAME/REG NUMBER: \_\_\_\_\_  
SLIP: \_\_\_\_\_ @ \_\_\_\_\_  
ENGINE TYPE AND S/N \_\_\_\_\_

## CUSTOMER REQUESTS & MECHANIC'S NOTES

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NAME \_\_\_\_\_ DATE \_\_\_\_\_