**Recommended Seasonal Maintenance Checklists:**

Differences in weather conditions impact how vehicles operate, so it’s important to remember to monitor certain items on a seasonal basis. OVM recommends:

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| **EVERY SEASON** | | | | | |
| * Check all fluid levels and transition to weather-specific fluids, where applicable:   + Oil   + Antifreeze/coolant (including color)   + Transmission   + Brake fluid   + Power steering fluid   + Windshield washer fluid | | * Batteries:   + Test and replace old or weak batteries, especially those more than four years old (confirm remaining life with a voltmeter)   + Inspect for corrosion, cracks or breaks on the terminals and cables, and clean or replace, if necessary | * Check tires for inflation, wear and tread life (& seasonality, if applicable):   + - Proper tire inflation (#psi) can normally be found on the interior of the driver door     - Proper air pressure on all tires is important, especially to maximize fuel economy     - Tire pressure can drop 1 PSI for every 10 degree drop in temperature   + Sidewalls should be free of cracks, cuts or bulges/blisters   + Treads should be at least 4/32 inch deep     - If you can see the top of Abe Lincoln’s upside down head when a penny is placed in the groove, the tire may need to be replaced (use VEH97 contract for tires)   + Most vehicles will have all-season tires   + Don't forget to check the spare (or the inflator kit)     - If the spare is held in place by a cable or other system, test it to ensure the system works smoothly | | |
| **WINTER** | **SPRING** | | | **SUMMER** | **FALL** |
| * Have a snow brush / ice scraper in the vehicle   + You may want to have a de-icer on hand, as well * You may want to have an emergency kit in the car:   + Flares   + Blankets   + Fully-charged emergency cell phone   + Batteries/charger   + Flashlight   + Pencil & paper (in case you need to leave a note/sign)   + First-aid kit   + Emergency food & drink (ensure these are in containers that won't freeze) | * Belts and Hoses:   + Replace belts that look worn or cracked and hoses that are stiff or very soft * Brakes:   + Inspect the brake system for wear & tear   + Check for appropriate fluid levels on all brake related items * Suspension & Wheel Alignment:   + Inspection of shocks and struts is important to determine any wear and tear or leaks   + Make sure the wheels are properly aligned after a season of rough conditions * Engine Air Filter:   + Replacing the air filter is important to keep dust from entering your engine   + Refer to the vehicle’s manual for the recommended change time frame * Windshield Wipers:   + Windshield Wipers are a necessity for safety   + These should be replaced if the visibility is impaired   + Check washer fluid level * Vehicles with Attached Equipment (i.e. plow trucks):   + Inspect equipment frames before and after the season, looking for breaks, cracks or rust   + A thorough cleaning of the equipment to remove road salt, sand and/or other debris is important for maximum usage * Clean the Interior & Exterior:   + Spring clean inside your vehicle and remove unnecessary items to decrease the weight of the vehicle   + Remember! More weight on the vehicle increases fuel consumption   + Cleaning the exterior thoroughly is important, especially the undercarriage, to remove road salt, sand and other debris   + Remember! Vehicle Auditors note the cleanliness of vehicles (inside & out) during Agency vehicle reviews | | | * Air Conditioning:   + Increase air flow around the radiator by clearing out any debris (leaves, etc) accumulated in the fins of the radiator and AC condenser   + If AC is running hot, is very loud, or has an unusual smell, have a mechanic check it out     - The system may need cleaning, have a leak or need to be recharged | * Heater and Defroster:   + Check to ensure both are working properly, for both comfort and safety * Lights:   + Check all headlights, taillights, directionals, etc.     - With evening starting earlier each day, it’s important to replace burnt out or weak lights before the lack of illumination becomes a danger * Wiper Blades:   + Windshield wipers tend to be used less often in the summer, but the hot, dry temperatures can lead to deterioration &/or cracking of the blades, so be sure to replace them if visibility is compromised * Leaves & Debris: Open the hood and check the area at the bottom of the windshield, below the wipers, as leaves and debris tend to build up there. This can restrict water from draining off the windshield and lead to ice dams building up in cold temperatures, which may damage wiper blades and even crack windshields. Be sure to remove any leaves or debris as needed. A clean air filter is important to keep dust and debris from entering your engine, so check that as well. |

In addition, when completing your seasonal checklist, be sure to check the expiration date on your state inspection sticker and have vehicles inspected prior to the expiration. [Click here](http://www.massrmv.com/rmv/faq/inspection.htm) for more FAQs from the RMV site regarding inspections.

Also, check your transponder batteries and placement (windshield, not dash)! Maintaining transponders will help reduce toll violations.