

100% APPROVED USED MINIS – AUC CHECK.

(OVER 12 MONTHS/10,000 MILES).



MODEL: MINI ROADSTER	REPAIR ORDER NUMBER: 61870	MILEAGE: 48108
CHASSIS: T432125	REGISTRATION NUMBER: RF63JXH	DATE: 23/2/22
RETAILER NAME: SYTNER NOTTINGHAM	Via S-Gate, check/carry out any outstanding technical actions YES	

<p>You must check the sale eligibility of the vehicle including the mileage and service history before carrying out the Approved Used Car check.</p> <p>Check copy of service history is present (service book or electronic service history print as applicable). <input checked="" type="checkbox"/></p> <p>Obtain Key Reader data ensuring current and residual mileage is displayed (attach to this check list). <input checked="" type="checkbox"/></p>	<p>Before the itemised check, the displayed ISPA vehicle data, Warranty data, ISTA data and in-car displayed data should be checked for integrity.</p> <p>Check Warranty review indicators. <input checked="" type="checkbox"/></p> <p>Check Service history (Systems and in car). <input checked="" type="checkbox"/></p> <p>ISTA diagnosis test completed (no pop up warning displayed). <input checked="" type="checkbox"/></p> <p>Result for Diagnostic test to be retained and made available for AUC Audit purposes.</p> <p>Failure / any of the above checks deems the vehicle not eligible for the AUC programme.</p>
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This form should be completed as you carry out the tasks. For correct tightening torque figures please refer to ISTA for each specific vehicle.

Column A	<input checked="" type="checkbox"/>	= OK.	<input checked="" type="checkbox"/>	= Attention required, enter details in comments section.	n/a	= not applicable.
Column B	<input checked="" type="checkbox"/>	= Item rectified as necessary.				

STAGE 1 – VEHICLE RAISED FULLY ON HOIST.

	A	B
1. Check underside of vehicle for damage, corrosion and underseal.	<input checked="" type="checkbox"/>	
2. Remove engine shield (if fitted).	<input checked="" type="checkbox"/>	
3. Check brake and clutch hydraulic systems for leaks, damage and positioning of lines and hoses.	<input checked="" type="checkbox"/>	
4. Check fuel pipe hoses, tank and breather for leaks, damage and positioning.	<input checked="" type="checkbox"/>	
5. Check exhaust system for leaks, security, condition and function.	<input checked="" type="checkbox"/>	
6. Check overall condition of front and rear suspension.	<input checked="" type="checkbox"/>	
7. Check prop shaft and couplings (ALL4 assembly if applicable).	<input checked="" type="checkbox"/>	
8. Check final drive and shaft gaiters for damage and leaks.	<input checked="" type="checkbox"/>	
9. Check transmission and inspect for leaks.	<input checked="" type="checkbox"/>	
10. Check engine for leaks	<input checked="" type="checkbox"/>	
11. Check steering box/rack for leaks and condition of track rods and front axle joints..	<input checked="" type="checkbox"/>	
12. Check PAS pump and hoses for damage and leaks.	<input checked="" type="checkbox"/>	
13. Check all hoses, clips and unions from underneath and clean residue.	<input checked="" type="checkbox"/>	
14. Refit engine shield (if fitted).	<input checked="" type="checkbox"/>	

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STAGE 2 – VEHICLE RAISED TO HALFWAY POSITION.

	A	B
15. Check lower paintwork for damage and defects (complete body check sheet on page 6, dependant on model).	✓	
16. Check brakes binding/disc corrosion.	✓	
17. Check brake pads and discs for wear.	✓	
18. Check light lenses, lower trim, grilles, bumpers and spoilers for damage and positioning.	✓	
19. Check shock absorbers for leaks and positioning of spring rubbers.	✓	
20. Replace brake pads if less than 3mm between sensor and disc face (complete table below). For CBS vehicles, replace brake pads if residual mileage is below 6,000 miles (3,000 miles where valid ST Plus present).	✓	

N.B. Non genuine pads or discs do not need to be replaced if they are above the acceptable limits as stated above, however if replacements are required they must be genuine MINI parts.

Inner brake pad thickness (mm)	3	mm	3	mm	8	mm	10	mm
Outer brake pad thickness (mm)	3	mm	3	mm	8	mm	10	mm
Brake disc thickness (Minimum/Actual) (mm)	F (min)	20.4	R (min)	8.4	F (act)	22	R (act)	9

STAGE 3 – WHEELS AND TYRES.

	A	B
21. Grease centring spigots on wheel.	✓	
22. Check and adjust tyre pressures (spare max +/- 0.3 bar, except space saver) (complete table below).	✓	
23. Check for approved wheel and tyre combinations, sizes and speed rating (complete table below).	✓	

N.B. If the vehicle is brought in to stock with non-Approved tyres, they may remain on the car. MINI Approved tyres must be fitted if replacements are required.

Tyres & Wheels	NSF	OSF	OSR	NSR	Spare
Tread depth: Min 3mm around the following points of visible tread on the tyres. Ensure outer/inner edges meet MOT standards and would not receive an advisory, replace if an advisory received					
Outer	4	5	5	6	
Middle	5	6	4	7	
Inner	5	4	6	5	
Tyre condition: Check for cuts, lumps, bulges or other damage. If tyre wearing uneven, check wheel alignment. Replace if necessary.	OK	OK	OK	OK	
Check condition of alloys, cosmetic.	OK	OK	OK	OK	
N.B. Refurbishment is acceptable but not welding repairs.					
Is the vehicle fitted with run flat tyres?		X			
If no, is a mobility kit is present? Replace if expiry dates are within 6 months of check.		✓			
Was the vehicle originally supplied with run flat tyres?		X			

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STAGE 4 – VEHICLE ON GROUND (CONT).

A

B

50. Check operation of headlamp cleaning system, adjust as necessary (where applicable).

✓

51. Check glove box light and lock operation.

✓

52. Check cigar light operation and 12 volt interior accessory points (where applicable).

✓

53. Check horn (all segments).

✓

54. Check/adjust all on board settings (including time/date).

✓

55. Check complete information/communication systems (including AUX input).

✓

56. Check and clear fault memories. Recheck after road test if necessary. Print and attach to job card.

✓

57. Check battery status and note percentage (80% minimum for pass).

84 %

✓

58. Check number of keys supplied with vehicle matches those active on Diagnostics.

✓

Total number of Keys (highlight as appropriate).



3

4

Record Key Position of each key according to diagnostics.

1

2

59. Disable any keys that have been used that are not present.

✓

60. Check airbag status (if deactivation lock switch not present).

✓

61. Check CBS data is correct.

✓

62. Check emergency phone number is stored.

✓

63. Check Bluetooth operation.

✓

64. Clear all entries from system navigation, hard drive, Bluetooth, favourite and notepad buttons.

✓

65. Check headlamps including dip and main beam (vertical aim control and orientation).

✓

66. Check headlamp alignment.

✓

67. Check number plate lights.

✓

68. Check fog lamps (where applicable).

✓

69. Check indicator and side repeaters.

✓

70. Check welcome lights.

✓

71. Check parking lights.

✓

72. Check brake lights.

✓