

Fact Sheet

Maintaining your vehicle.

Helping you meet your maintenance obligations.



The following information is intended to help you care for your vehicle to maximise its lifespan, performance and reliability.

We offer guidance on how to best look after your vehicle, so that you can get the most from it, and keep downtime and fuel costs to a minimum.

✔ Service.

Check your vehicle is serviced regularly in accordance with the manufacturer's recommendations. Every vehicle requires services at different intervals and it can be easy to overlook an impending service date. Please ensure that you retain evidence of your vehicle's service history and the service book is stamped. You may be charged if you fail to supply this information when the vehicle is returned to us at the end of the agreement.

✔ Lights.

Check all exterior lights regularly. Replace any blown bulbs and watch out for broken lenses.

✔ Tyres.

Check your tyres at least once a month when they are cold, but more regularly if you are covering high mileage. Keep tyres inflated to the correct pressures listed in your owner's manual and replace them when the tread depth reaches 2mm (even though the legal limit is 1.6mm). Don't forget to check the condition of the spare tyre too. If your Lex Autolease agreement includes maintenance you can get advice on tyres and fitting by calling our Tyre line on 0800 028 2848.

✔ Tyre equipment.

Inspect the jack and wheel brace making sure you are confident about their strength and condition. If locking wheel nuts are fitted, ensure the locking key is safely stowed away in the vehicle. It may be useful to practise changing the spare wheel on a level surface, following the instructions in your owner's manual. If your vehicle is fitted with run-flat tyres, please be aware of advice given in your owner's manual.

✔ Fluid levels.

It is important to check your engine oil level at least once a week, and to top up when necessary. Keep windscreen washer fluid and coolant levels topped up but not overfull. Dashboard warning lights often alert you when levels drop too low, but you should not wait until this happens. Always carry out checks on a level surface and when the engine is cold. Check your owner's manual for details on how often checks should be carried out and also for which products to use for your vehicle.

This service-related fact sheet from Lex Autolease helps you to operate your vehicles effectively and avoid unnecessary time off the road.

For further advice on managing your fleet, please contact your broker.

✓ Scratches and dents.

At the end of your contract your vehicle needs to be returned in a clean and roadworthy condition. It will be inspected by a qualified vehicle inspector using BVRLA fair wear and tear guidelines. You can avoid unnecessary charges by repairing all scratches and dents before the vehicle is returned.

✓ Windscreen.

Regularly check the windscreen for chips and cracks. If your Lex Autolease agreement includes maintenance you can arrange for our mobile technicians to repair or replace your windscreen by calling 0800 917 0851. You may want to check with your fleet manager that you are eligible for this service.

Check and replace worn or split wiper blades. Adjust washer jets with a pin to make sure they spray onto the windscreen and not over the top of the vehicle.

✓ Radiator.

Ensure anti-freeze is added to your radiator in winter. Both the radiator and the engine block can crack if allowed to freeze, which can be costly to repair. Consult your owner's manual for details on which product to use.

✓ Air-conditioning.

Even in winter, you should run your air-conditioning for at least an hour a week. This allows the coolant in the system to lubricate all of the moving parts and prevents the build-up of elements which can corrode pipe work.

✓ Keys.

Inspect keys for wear and replace if necessary. A worn key will quickly wear out a lock barrel and cause the lock to jam. It is worth noting that batteries in the key fob will usually require replacement at least twice a year to maintain operating performance.

It is essential that you refer to your vehicle handbook or owner's manual, which will provide information on specific details for your model.

It may be worth considering carrying the following items in your vehicle in case of an emergency, especially when driving in wintry conditions:

- Bottle of spare windscreen washer fluid - with screen wash additive for winter journeys.
- De-icing tool and soft cloth for condensation.
- First aid kit - including treatment for oil burns, wet wipes and antiseptic.
- Warning triangle, torch, and tow rope in case of breakdown.
- Blanket.
- Spare coat or jumper.
- Shovel in snowy conditions.

Don't ignore problems. If you suspect there is a problem with your vehicle, have it checked as soon as possible.

If any unusual lights appear or remain illuminated on your vehicle's dashboard, consult your owner's manual and follow the necessary procedure.

The best place to find information is from your broker.

You can also find details about your vehicle in your handbook, or directly from your vehicle manufacturer or dealership.

Alternatively, you can call:

Lex Autolease
driver support team
0844 824 0736

RAC helpdesk
0800 096 7555

Glass line*
0800 917 0851

Tyre line*
0800 028 2848

*Subject to contractual agreement type.

