

**Figure 1. EXAMPLE MAINTENANCE CALENDAR BASED ON OPERATIONAL HOURS**

**SERVICE SCHEDULE FOR \_\_\_\_\_**

Hours of Operation	HOUR METER READINGS																	
10 Hour Service																		
10 Hour Service																		
10 Hour Service																		
10 Hour Service																		
10 Hour Service																		
50 Hour Service																		
100 Hour Service																		
250 Hour Service																		
500 Hour Service																		
1000 Hour or Yearly																		

Place chart in a prominent place in the shop. Perform the required service and write down the hour meter reading. Continue down the column to the 50-hour level and move to the top of the next column after the next 10-hour interval.

**Example: Maintenance to be Performed on Tractors\***

**Maintenance as Required**

1. Inflate Tires
2. Adjust Brakes
3. Clean Cab Air Filter
4. Tighten Loose Nuts or Bolts
5. Repair Worn or Damaged Parts
6. Adjust Headlights
7. Remove Grease, Chaff and Soil

**10 Hours (Daily)**

1. Check Air Cleaner/Pre-cleaner
2. Check Crankcase Oil Level
3. Check Cooling System Level
4. Lubricate Grease Fittings
5. Check Fuel Sediment bowl
6. Check for Loose or Damaged Parts
7. Check for Leaks
8. Check Drive Belts and Hoses

**50 Hours (Weekly)**

1. Check Battery Electrolyte Level
2. Check Hydraulic System Fluid Level
3. Check Transmission Oil Level
4. Clean Dry-Element Air Cleaner
5. Clean Inflation Pressure
6. Perform 10-Hour Maintenance

**100 Hours (Every 2 Weeks)**

1. Change Crankcase Oil and Filter
2. Perform 10 and 50-Hour Maintenance

**250 Hours (Monthly)**

1. Clean Battery
2. Adjust Clutch Pedal Free Travel
3. Check Belt Tension
4. Check and Adjust Brakes
5. Perform 10 and 50-Hour Maintenance

**500 Hours (Every 2 Months)**

1. Replace Fuel Filters
2. Perform 10, 50, 100 and 250-Hour Maintenance

**1000 Hours (Yearly)**

1. Drain and Refill Transmission and Hydraulic System
2. Adjust Engine Governor if Recommended by Manufacturer
3. Clean and Repack Front Wheel Bearings
4. Drain, Clean and Refill Cooling System
5. Check Air Conditioning Components
6. Perform 10, 50, 100, 250 and 500-Hour Maintenance

\*Always follow the Operator's Manual Recommendations, as particular maintenance operations will vary with make and type of implement.