



Great Lakes Yacht Services

Sales

Service

Storage

Repairs

Systems/Hull Work Order Recommendations for Winter 09/10

Vessel Name: _____ Owner Name: _____ Date: _____

INSTRUCTIONS: The following is a list of maintenance items that may need to be addressed in an effort to keep your vessel in safe operating condition. Please check the box in front of the items that you would like completed, sign & date the document, and return to the Service Office via fax or mail. Feel free to add any additional items in the spaces provided in the spaces provided.

Mechanical

1. Inspect exhaust systems for leaks and cracks
2. Inspect throttle and reverse gear controls
3. Inspect fuel system for leaks and deficiencies
4. Inspect bilge pumps and switches – clean strainers as needed – test alarms
5. Inspect horn(s)
6. Inspect ventilation blowers
7. Inspect windshield wipers
8. Inspect/adjust accessory drive belts – main engine
9. Inspect/adjust accessory drive belts – genset
10. Inspect hoses on main engine
11. Inspect hoses on genset
12. Replace seawater pump impellers – main engine (recommend to be changed yearly)
13. Replace seawater pump impellers – genset (recommend to be changed yearly)
14. Inspect sanitation system – heads, hoses, and discharge pumps
15. Disassemble and clean seawater intake strainers
16. Disassemble and clean shower sumps and strainers
17. Inspect/lube/service seacocks
18. Inspect trim tabs – adjust fluid level
19. Inspect steering system and rudder
20. Inspect props, shafts, and struts
21. Inspect bow and stern thrusters – props, zincs, and lube levels
22. Inspect zinc anodes in main engines, gensets, and on underwater hardware – replace if needed
23. Un-couple shaft – check and adjust shaft, strut, and engine alignment
24. Check coolant level on main engine(s) and/or generator(s) - add coolant if necessary
25. Service outboard
 - Change oil in lower unit
 - Change engine oil and filter (4-stroke)
 - Change spark plugs

- Change fuel filter
 - Change impellor
 - Inspect zinc(s) - replace if necessary
 - Add fuel stabilizer
26. Clean/replace air filters
 27. Fabricate and install muskrat guards
 28. Purchase and install prop shaft line cutters
 29.
 30.
 31.

Electrical

1. Check water levels, check charge, and load test batteries
2. Test alarms (engine, fire, bilge, etc.)
3. Inspect shore power cords and inlets
4. Inspect navigation lighting
5. Inspect AC/DC cabin lighting
6. Inspect AC and DC wiring for poor connections, chafing, etc.
7. Purchase and install trim tab indicators to show position of tabs
8.
9.
10.

Joinery

1. Investigate hatches, companionways & windows for leaking
2. Investigate port holes for leaking
3. Inspect deck fittings/stanchion bases
4. Inspect wooden steps and supports
5. Inspect exterior wood for cracks, lifting and leaks
6. Inspect interior hardware pulls, hinges, door closures, etc.
7.
8.
9.

Painting/Finishing

1. Inspect brightwork
2. Sand and varnish the brightwork
3. Inspect bottom condition
4. Repair gelcoat
5. Paint bottom – full bottom job
6. Paint bottom – chines and forefoot only
7. Varnish/paint interior finishing (cabin sole, bulkheads, trim, etc.)

- 8. Clean bootstripe
- 9. Clean and wax hull
- 10. Clean and wax superstructure
- 11. Buff and wax hull
- 12. Buff and wax superstructure
- 13.
- 14.
- 15.

Rigging

- 1. Visually inspect docklines/lifelines
- 2. Inspect mast lights
- 3. Replace worn sheets or halyards
- 4. Disassemble, clean, and re-lubricate winches
- 5. Clean and lube turnbuckles
- 6. Service anchor windlass
- 7. Send sails in for cleaning
- 8.
- 9.
- 10.

General

- 1. Repair canvas
- 2. Check certification/re-certify life raft
- 3. Check certification on M.O.M. packages
- 4. Check, weigh, and tag fire extinguishers
- 5. Clean interior
- 6. Clean exterior
- 7. Sea trial boat
- 8. Replace expired flares/flare kit
- 9. Send in EPIRB for repair/recertification.
- 10.
- 11.
- 12.

Customer Signature: _____ **Date:** _____