



TECHNICAL SERVICE BULLETIN

REF.: PRODUCT GENERAL
INFORMATION
NO.: PG93-010
DATE: SEPTEMBER 17, 1993
MODEL: ALL MODELS

1994 MODEL YEAR PRE-DELIVERY SERVICE (PDS)

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NEW PDS OPERATIONS FOR 1994 MODEL YEAR

- **E03 Remove Engine Protector (Celica w/5S-FE)**

Pre-Delivery Service is a critical step in satisfying your dealership's new car customers. Customer feedback indicates the following areas deserve special attention when performing PDS:

- Careful inspection for Paint Chips/Scratches and Body Dents/Dings
- Interior Cleanliness
- Proper Operation of Electrical Accessories
- Proper Function of Mechanical Systems

Periodic in-dealership training for technicians, both new and experienced, is a requirement to insure that PDS is performed correctly. A number of training resources are available in your dealership.

- Pre-Delivery Service – The Final Touch video (P/N 00401-42971)
- Pre-Delivery Service Technician's Handbook (P/N 00401-42976)

The "Service Manager's Guide to Technician Orientation and Training" is included in the Delivery Quality Operations Guide (P/N 00401-42980) and provides a sample training agenda to conduct a successful session in your dealership. (These training materials have been distributed to dealers. Additional copies are available through the TDN system – Dealer Support Materials.)



1994 TOYOTA PRE-DELIVERY SERVICE CHECK SHEET

A. BEFORE INSPECTION	OK	Adjust/Repair	E. UNDER VEHICLE (ON HOIST)	OK	
01 INSTALL FUSE(S) See Application Chart On Back			01 Remove disc brake anti-rust covers* <input type="checkbox"/>		
B. FUNCTIONAL OPERATION <i>Apply parking brake and turn ignition "ON", place gear selector in reverse, turn on lights and rear defogger. Unlock doors, release gas door, release trunk hatch.</i>			02 Remove front spring spacers* <input type="checkbox"/>		
C. WALK-AROUND INSPECTION <i>Start at left front door. Check window and door lock operation (from master power switch, if equipped.) Continue around vehicle in a counter-clockwise direction checking each door and window operation, child door locks, seat belts, interior condition, all lights, trunk contents. Remove rubber body plugs from glovebox for installation during UNDER VEHICLE INSPECTION. Finish by checking headlight aim and continue into UNDERHOOD checks.</i>			03 Remove engine protector (ST w/5S-FE) <input type="checkbox"/>		
01 Check dome, courtesy, map and sunvisor lights* <input type="checkbox"/>			04 Install rubber body plugs* <input type="checkbox"/>		
02 Check warning lights, gauges and horn <input type="checkbox"/>			05 Inspect for fuel, oil, coolant or other fluid leaks <input type="checkbox"/>		
03 Check windshield wipers and washers <input type="checkbox"/>			06 Inspect tires for defects/damage and adjust tires' pressure <input type="checkbox"/>		
04 Check headlights, instrument lights, turn signals, emergency flashers and brake lights <input type="checkbox"/>			07 Install wheel covers/caps <input type="checkbox"/>		
05 Check inside/outside rear-view mirror operation/adjustment <input type="checkbox"/>			F. ROAD TEST <i>A complete road test helps assure Customer Satisfaction. Drive vehicle over a variety of road surfaces and driving conditions. Check for unusual noise and driving performance.</i>		
06 Check cigarette lighter <input type="checkbox"/>			Enter Odometer Reading		
07 Check sunroof/convertible top* <input type="checkbox"/>			Reading before test _____		
08 Check audio system and set clock <input type="checkbox"/>			Reading after test _____		
09 Install shift-lock override button cover <input type="checkbox"/>			G. FINAL INSPECTION AND CLEANING		
D. UNDERHOOD			01 Check cold engine operation <input type="checkbox"/>		
01 Check engine oil and ATM* fluid levels <input type="checkbox"/>			02 Check engine operation during warm-up <input type="checkbox"/>		
02 Check brake, clutch* and power steering fluid levels <input type="checkbox"/>			03 Check engine at normal operating temperature <input type="checkbox"/>		
03 Inspect for fuel, oil, coolant or other fluid leaks <input type="checkbox"/>			04 Check clutch and transmission operation <input type="checkbox"/>		
04 Check engine coolant level <input type="checkbox"/>			05 Check brake and parking brake operation <input type="checkbox"/>		
05 Check battery state-of-charge <input type="checkbox"/>			06 Check steering operation and off-center <input type="checkbox"/>		
* Inspect or Install when Equipped/Required Bold indicates high priority Customer Satisfaction items			07 Inspect for abnormal noises and vibration <input type="checkbox"/>		
			08 Inspect for squeaks and rattles <input type="checkbox"/>		
			09 Check heater and A/C operation <input type="checkbox"/>		
			10 Check cruise control operation <input type="checkbox"/>		
			COMMENTS _____ _____ _____ _____ _____		

Completion and retention of this form is required to comply with Toyota's Warranty Policy.

THE TOYOTA TOUCH COMMITMENT TO EXCELLENCE

TECHNICIAN'S SIGNATURE _____ SERVICE MANAGER'S SIGNATURE _____
 NAME (PLEASE PRINT) _____ NAME (PLEASE PRINT) _____

We hereby certify that all items on this form have been checked and corrected for proper operation as required.

Date	Dealer Name	Dealer Code	Vehicle Identification Number (Sticker)
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A. BEFORE INSPECTION

When performing new car Pre-Delivery Service, install fuse(s) before moving vehicle from storage lot so that FUNCTIONAL OPERATION checks can begin as soon as vehicle is moved into the service stall.

A01 Install fuse(s)*

MODEL	FUSE(s)	STORED IN
MR2, Tercel 4Runner & Land Cruiser Corolla (Japan Production)	DOME	FUSE BLOCK
Camry (Japan Production) Celica	SHORT PIN	FUSE BLOCK
Supra	DOME, RADIO #1	FUSE BLOCK
Previa	DOME, CIG	GLOVE BOX
T-100	CIG	ASHTRAY
Compact Pick-up Truck with column shift A/TM	CIG	ASHTRAY
Compact Pick-up Truck with floor mounted A/TM & Manual Trans. North American Production Camry and Corolla	FUSE (or SHORT PIN) NOT REMOVED	

A02 Install outside rear-view mirror*

**Inspect or install when equipped/required*

 Indicates high priority Customer Satisfaction item.

B. FUNCTIONAL OPERATION

Apply parking brake and turn ignition "ON," place gear selector in reverse, turn on lights and rear defogger. Unlock all doors, release gas door, release trunk/rear hatch.

- B01** Check dome, courtesy, map and sunvisor lights*
- B02** Check warning lights, gauges and horn
- B03** Check windshield wipers and washers
- B04** Check headlights, instrument lights, turn signals, emergency flashers and brake lights
- B05** Check inside/outside rear-view mirror operation/adjustment
- B06** Check cigarette lighter
- B07** Check sunroof/convertible top*
Note: Convertible top will not operate while car is moving.
- B08** Check audio system and set clock
- B09** Install shift-lock override button cover

C. WALK-AROUND INSPECTION

Starting at the front left door, check window and door lock operation and the operation of all power windows and door locks from master switch on vehicles so equipped. While walking around vehicle in a counter-clockwise direction, open left rear door and check operation of window regulator and door lock, set child safety door lock to the normal (unlocked) position. Assure tightness of interior garnishes and check seat belts. Inspect trunk contents and lights at rear of vehicle. Repeat checks at right rear door. Inspect right front door window regulator and lock operation and garnishes. Check seatbelts, including automatic seat belt system. Continue on around to the front of the vehicle checking lights. Make necessary adaptations for two-door, hatch-back, truck and Previa models.

- C01** Check window operation

**Inspect or install when equipped/required*

 Indicates high priority Customer Satisfaction item.

- C02** Check door and door lock operation
- C03** Check that Child Safety Door Locks are in normal (unlocked) position*
- C04** Check Seats and Seat Belt Operation
 - For ST convertible models, pass shoulder belt through seat belt hanger and inspect seatbelt for normal operation and latching.
- C05** Check rear defogger
- C06** Check side marker, tail, back-up and license plate lights.
- C07** Check trunk light* and trunk trim appearance
- C08** Check spare tire pressure and jack and tool installation
 - Note: Compact spare – 60psi (413 kPa)
- C09** Check headlight aim

Ensure that ignition, light switch, etc., are “OFF” and A/T selector is in PARK.

D. UNDERHOOD

- D01** Check engine oil and A/TM fluid levels
- D02** Check brake, clutch* and power steering* fluid levels
 - Visually inspect using see-through reservoirs.
- D03** Inspect for fuel, oil, coolant or other fluid leaks
- D04** Check engine coolant level
- D05** Check battery state-of-charge

- Minimum open-circuit voltage: 12.2
- See TSB EL91-008 for complete battery testing procedures

**Inspect or install when equipped/required*

 *Indicates high priority Customer Satisfaction item.*

E. UNDER VEHICLE (ON HOIST)**E01 Remove disc brake anti-rust covers***

- Visually inspect rotors for rust.
- North American produced models are not equipped with anti-rust covers.

E02 Remove front spring spacers*

- Remove Spring Spacer from MR2 and Celica models.
- Verify that spring spacers are not present in Camry V6 models.

E03 Remove Engine Protector*

- Remove engine protector from Celica with Automatic Transmission

E04 Install rubber body plugs*

- Install the rubber plugs (stored in glove box) into rear torque box holes.

E05 Inspect for fuel, oil, coolant or other fluid leaks

- Check engine, transmission/transaxle and rear axle.

E06 Inspect tires for defect/damage and adjust tires' pressure

- The recommended tire inflation pressure changes with tire size, driving conditions and vehicle model. For precise tire pressure information, refer to the Owner's Manual and/or tire information label located on the vehicle.
- Tire sidewall "Maximum" cold tire inflation pressure should not be used for normal driving.

E07 Install wheel covers/caps**F. ROAD TEST****F01 Check cold engine operation**

- Check starting and fast idle operation performance.

F02 Check engine operation during warm-up

- Check that engine operates smoothly during warm-up.
- Check for unusual noise, engine vibration, rough idle, etc.

F03 Check engine at normal operating temperature

- Check engine performance over a broad range of driving conditions, including idle quality, acceleration, cruise and deceleration.

**Inspect or install when equipped/required*

 *Indicates high priority Customer Satisfaction item.*

F04 Check clutch and transmission operation

- Check clutch operation, including: engagement, disengagement, chattering and unusual noise.
- Check manual transmission operation, including shift lever/linkage and unusual noise.
- Check automatic transmission operation, including operation in each range, neutral start switch and shift lock system.

F05 Check brake and parking brake operation

- Check brake function, including unusual noise, parking brake performance and all related brake system indicator lights.

F06 Check steering operation and off-center

- Check steering function and steering wheel centering.
- Check for suspension noise

F07 Inspect for abnormal noises and vibration**F08 Inspect for squeaks and rattles****F09 Check heater and A/C operation****F10 Check cruise control operation**

- Check cruise control, including On-Off switch, "SET/COAST," "RESUME/ACCEL," and "CANCEL" functions.

G. FINAL INSPECTION AND CLEANING**G01 Remove interior protective covers, unnecessary labels, tags, etc.**

- Remove plastic covers from door panels, seats, head restraints and sunvisors, as required.
- Remove labels, tags and stickers (except those containing owner information). Note: Consumer Information Labels such as Ozone Depletion Substance and Bumper Information labels must be left on the vehicle until delivery to a retail customer.

G02 Visually inspect all interior parts for installation, damage, fit, dirt, etc.**G03 Wash and clean vehicle****G04 Inspect paint finish for scratches, chips, rust, dents, damage, etc.****G05 Inspect exterior body parts for proper installation, damage, rust, etc.**

**Inspect or install when equipped/required*

 *Indicates high priority Customer Satisfaction item.*

WARRANTY POLICY

If the need for additional repairs or adjustments is noted during the Pre-Delivery Service, required service should be performed under warranty. Reimbursement should be requested via regular warranty channels.

The Warranty Policy and Procedures Manual requires that you maintain the completed PDS check sheet in the customer file. If you cannot produce a completed form for each retailed vehicle upon TMS and/or Region/Distributor audit, the PDS payment amount will be subject to debit.

An additional Repair Order completed in conjunction with normal PDS must have time punch/flags for service. If multiple repairs are performed, separate time flags must be punched for each repair.

Consult your Flat Rate Manual for time allowances for individual models.

PDS FORM ORDERING INFORMATION

Additional forms may be ordered via TDN – DEALER SUPPORT MATERIALS or from the Materials Distribution Center utilizing form 1450. (P/N 00406–PDS92)