Engine Maintenance

Task	Frequency	Done
Change engine oil	Every 3,000-5,000 miles (or per manual)	
Replace oil filter	With every oil change	
Check air filter	Every 15,000-30,000 miles or as needed	
Replace air filter	When dirty or per manual	
Top off coolant	As needed	
Flush radiator coolant	Every 30,000-50,000 miles	
Inspect belts and hoses	Every 10,000 miles	
Check for engine noise/smoke/warning lights	Monthly	

Transmission Maintenance

Task	Frequency	Done
Check transmission fluid level & color	Monthly	
Change transmission fluid	Every 30,000-60,000 miles	
Inspect transmission for leaks	Monthly	
Service transmission (per manufacturer)	As recommended	
Drive gently / avoid sudden shifts	Always	
Avoid riding elutch (manual)	Always	