

Motorhome Handover Checklist

Keys & Documents

- All sets of motorhome keys (including lockers, fuel cap, habitation door)
 - Owner's manuals (base vehicle and habitation)
 - Service books & warranty documents
 - Handover certificate / PDI checklist
 - Registration documents (V5C if applicable)
 - Tracker/alarm/immobiliser info (if fitted)
 - Motorhome instruction booklets for appliances
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Base Vehicle (Cab Area)

- Engine start procedure & dashboard overview
 - Fuel type and fuel filler location
 - Checking oil, coolant, screen wash levels
 - Lights, indicators, horn, hazard lights
 - Wipers & washer operation
 - Mirrors (manual/electric adjustment)
 - Heating and air conditioning controls
 - Multimedia system/sat nav/reversing camera
 - Operation of electric windows & central locking
 - Bonnet release and how to open it
 - AdBlue (if applicable): location and usage
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Habitation Area

Electrics

- 12V and 230V systems explained
- Control panel operation

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- Hooking up to mains supply
- Location and operation of circuit breakers / RCDs
- Battery isolator switches
- Leisure battery location and maintenance
- USB/12V/230V socket operation

Power Sources

- Switching between mains, battery, and gas
 - Operation of inverter (if fitted)
 - Solar panel function and display (if fitted)
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Heating & Hot Water

- Heating system (gas/electric/combined) operation
 - Setting temperature & timers
 - Hot water operation and settings
 - How to drain the system for winter
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Water System

- Filling the freshwater tank
 - Using the water pump
 - Location and operation of water heater
 - Waste water emptying procedure
 - Winter drain-down procedure
 - Location of water tanks (fresh/waste)
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Interior

- Beds: how to make up and stow
- Swivel seats (if fitted)

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- Table use and storage
 - Window blinds, curtains & flyscreens
 - Roof lights: opening and securing
 - Ventilation tips and safety advice
 - Interior lights: location and operation
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Kitchen

- Gas hob, oven, and grill operation
 - Fridge: switching between gas, electric, 12V
 - Microwave (if fitted)
 - Gas isolation taps location
 - Sink use and draining
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Washroom

- Toilet use and chemical loading
 - Emptying the toilet cassette
 - Shower operation & water-saving tips
 - Vent fan/extraction system
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Gas System

- Gas bottle installation and securing
 - Opening/closing the gas valve
 - Gas locker location
 - Regulator explanation
 - Test gas appliances (hob, heater, etc.)
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Safety Equipment

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- Fire extinguisher location
 - Smoke & carbon monoxide alarms
 - Emergency exits & escape windows
 - First aid kit (if included)
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Storage & Exterior

- Exterior locker keys and access
 - Habitation door operation and flyscreen
 - Awning operation and safety instructions
 - External water/electric/gas points
 - Roof access (if applicable)
 - Bike rack/motorbike rack use (if fitted)
 - Gas BBQ point (if fitted)
 - External shower point (if fitted)
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Optional Extras (if applicable)

- Satellite dish/aerial operation
 - WiFi router/booster use
 - Reversing camera and monitor
 - Levelling system (manual or electric)
 - Alarm/tracker system demonstration
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Cleaning & Maintenance

- Exterior cleaning tips (including roof)
 - Habitation area cleaning advice
 - Advice on sealants, maintenance schedule
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Final Checks

- Check all appliances work on gas, 12V, and 240V
- Walk around for damage or defects
- Confirm all parts/accessories are supplied
- Ask about servicing schedule & first service
- Confirm warranty period and terms