

# Service-Information Motorcycle



BMW of N.A.  
Service Department

Group: 1  
Service  
Promotion

Oct. 1984  
III/84 (2122)

For USA and Canada  
Only

## PRE-DELIVERY FORMS

Due to dealer requests for pre-delivery check list forms following our Service Information II/84 (2114), we have decided to print the forms once again in pad form.

You can order a pad of 50 forms through normal parts channels under:

Part No. 95 00 9 200 050

These pads are at a cost of \$3.00, which will be billed to your parts account.

600 Mile, Inspection I and Inspection II forms, however, will not be produced since they are in the ownership booklet that each customer receives. Therefore, it should be documented in their book rather than on a separate form.

Sincerely,

BMW OF NORTH AMERICA, INC.

A handwritten signature in black ink, appearing to read 'Richard Dampf'.

Richard Dampf  
National Technical Manager  
Motorcycle Group

RD/cl

Enclosure

# Pre-Delivery Inspection

# K-Models

## Motorcycle Receipt and Set Up

- Check motorcycle and shipping crate for damage
- Remove shipping label from crate and keep in safe location
- Inflate the motorcycle
- Install parts removed for shipping purposes.
- Clean motorcycle.

## Service

- Battery
  - Remove
  - Service
  - Install
  - Tighten and grease the terminal posts
- Check oil levels
  - Engine
  - Gearbox
  - Rear Drive
- Check coolant levels
- Check front and rear brake fluid levels
- Check torque of rear wheel studs.
- Check/Adjust tire pressures
- Road Test - check operation of:
  - Clutch
  - Gear Change
  - Steering
  - Hand/foot brakes
  - Engine idling
  - Instruments
  - Taillight/warning lights
  - All lighting and signalling equipment
  - All optional equipment in working order.
- Check the following items are present and complete
  - Tool kit
  - Tire repair kit
  - Riders handbook
  - Documents
  - Keys

Customer Name: \_\_\_\_\_

\_\_\_\_\_

Model \_\_\_\_\_ Year \_\_\_\_\_

VIN \_\_\_\_\_

Color \_\_\_\_\_ Key # \_\_\_\_\_

Date of Delivery \_\_\_\_\_

- Customer Delivery
  - Complete retail delivery report card and mail to BMWNA, Motorcycle Group.
  - Explain provisions of the motorcycle limited warranty.
  - Explain and demonstrate all controls, lock and switches using the Riders Manual as a guide.

**Note:** Transfer above into "Proof of Ownership" booklet once it is presented by your customer.

P.D.I. has been performed in accordance to BMW service information bulletins and workshop manual.

Date \_\_\_\_\_ Technician Signature \_\_\_\_\_

# Pre-Delivery Inspection

Boxer

## Motorcycle Receipt — Set Up

- Check motorcycle and shipping crate for damage.
- Remove shipping label from crate and keep in safe location.
- Uncrate the motorcycle.
- Install parts removed for shipping purposes.
- Clean motorcycle.

## Service

- Battery
  - Remove
  - Service
  - Check venting
  - Install
- Drain and refill swing arm oil
- Check oil levels
  - Engine
  - Gearbox
  - Rear Drive
  - Front Fork
- Check condition of brake fluid. Replace as necessary.
- Check/top-up front and rear brake fluid levels.
- Clean brake rotors.
- Check/Adjust rear drum brake.
- Lubricate all pivot points and grease fittings.
- Torque cylinder heads and adjust valves.
- Check/Adjust steering bearing preload.
- Check/Adjust clutch lever free play.
- Check/Adjust idle mixture and rpm.
- Check/Adjust throttle and choke cable free play; synchronize.
- Torque nuts and bolts
  - Engine mounting
  - Center stand to frame
  - Sub frame bolts
  - Shock absorber mounts
  - Handlebar mounts
  - Four drive shaft bolts
  - Wheel axle nuts front and rear
  - Monolever wheel nuts
  - Axle clamp bolts front and rear
  - Side stand pivot
  - Hose clamps at carbs and drive shaft boot

Customer Name: \_\_\_\_\_

Model \_\_\_\_\_ Year \_\_\_\_\_

VIN \_\_\_\_\_

Color \_\_\_\_\_ Key # \_\_\_\_\_

Date of Delivery \_\_\_\_\_

- Check/Adjust tire pressures
- Road Test - with final inspection and safety check.  
Check operation of
  - Clutch
  - Gear change
  - Steering
  - Hand/foot brakes
  - Engine idle
  - Instruments
  - Telltale/warning lights
  - Check headlight beam adjustment
  - All lighting and signaline equipment
  - All optional equipment in working order.
- Check that the following items are present and complete
  - Tool Kit
  - Riders Handbook
  - Documents
  - Keys
- Customer Delivery
  - Complete retail delivery report card and mail to BMWNA Motorcycle Group
  - Explain provisions of the motorcycle limited warranty
  - Explain and demonstrate all controls, locks and switches using the Riders Manual as a guide

**Note:** Transfer above into "Proof of Ownership" booklet once it is presented by your customer.

P.D.I. has been performed in accordance to DMW service information bulletins and workshop manual.

Date \_\_\_\_\_ Technician Signature \_\_\_\_\_