

2016 tC Pre-Delivery Service (PDS)

Service
Category General

Section Pre-Delivery Service

Market USA

Scion Supports
ASE Certification 

Applicability

YEAR(S)	MODEL(S)	ADDITIONAL INFORMATION
2016	tC	

REVISION NOTICE

March 4, 2016 Rev1:

- The Warranty Information Section has been updated.
- Any previous printed versions of this bulletin should be discarded.

Introduction

Pre-Delivery Service (PDS) 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.
- Proper operation of electrical accessories (including interior light, clock, and radio reset).
- Interior cleanliness.
- Proper function of mechanical systems.

Customer retention and proper maintenance of vehicles has been a major focus for Toyota and Scion. To help remind customers that regular oil changes are essential to the proper maintenance of their vehicle, dealers are required to begin installing a first oil change reminder sticker prior to delivery. By doing this, customers will be reminded to return to your dealership for their first oil change. Your current oil change reminder sticker may be used. (See PDS Check Sheet item 9 of "Final Inspection & Cleaning.")

A new PDS [Check Sheet](#) has been developed for the 2016 model year tC. Some check points have been added, expanded, or clarified. **Bulletins are available for items in bold type.**

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Warranty Policy

If the need for additional repairs or adjustment is noted during the Pre-Delivery Service, the required service should be performed under warranty. Reimbursement will be managed under the warranty policy.

The Warranty Policy and Procedures Manual requires that you maintain the completed PDS check sheet in the customer's 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.

Warranty Information

OP CODE	DESCRIPTION	TIME	OFF	T1	T2
001013	Pre-Delivery Service (PDS)	1.0	—	—	—

Required Tools & Equipment

REQUIRED EQUIPMENT	SUPPLIER	PART NUMBER	QTY
Techstream 2.0*	ADE	TS2UNIT	1
Techstream Lite		TSLITEPDLR01	

* Essential SST.

NOTE

- Only ONE of the Techstream units listed above is required.
- Software version 10.10.018 or later is required.
- Additional Techstream units may be ordered by calling Approved Dealer Equipment (ADE) at 1-800-368-6787.

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Before Inspection

When performing new car Pre-Delivery Service, install Short Pin before moving vehicle from storage lot so that Functional Operation checks can begin as soon as vehicle is moved into the service stall.

1. **Install Short Pin** – [see check sheet](#)
2. Install radio antenna

Functional Operation

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

1. Check dome, courtesy, map, and sun visor lights*
2. Check warning/indicator lights, gauges, and horn
3. Check windshield wipers and washers
4. Check headlights, instrument lights, turn signals, dimmer switch, emergency flashers, and brake lights
5. Check inside/outside rear view mirror operation/adjustment
6. Check power outlet* and cigarette lighter
7. Check audio/navigation* systems, set SSP* to tC, and set clock
8. Install shift-lock override button cover
9. Check sliding roof*

Walkaround Inspection

Starting at the driver's door, check window and door lock operation and the operation of all power windows and door locks from master switch. Assure tightness of interior garnishes and check seat belts. Inspect hatch contents and lights at rear of vehicle. Inspect passenger door window regulator and lock operation and garnishes. Check seat and seat belt operation. Continue on around to the front of the vehicle checking lights.

1. **Check Smart Key System*** - [S-SB-0008-15](#)
2. Check door and door lock operation, including each wireless remote control/theft deterrent system*
3. Check power window operation
4. Check that engine starts with all keys
5. Check seats and seat belt operation

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Walkaround Inspection (Continued)

6. Check rear defogger
7. Check side marker, tail, backup, and license plate lights
8. Check rear hatch/cargo area trim appearance
9. Adjust spare tire pressure, inspect for damage, and check jack and tool installation

NOTE

Compact spare tire — 60 psi (414 kPa).

10. Check headlight aim
Refer to the Repair Manual for procedures.

Under Hood

1. Check engine oil and ATM* fluid levels
2. Check brake and clutch* fluid levels
Visually inspect using see-through reservoirs.
3. Check engine coolant level
4. Check windshield washer fluid level
5. Check battery state-of-charge using Digital Battery System Analyzer
Refer to Service Bulletin No. [PG001-06](#), "Battery Maintenance for In-stock Vehicles & Pre-Delivery."

NOTE

Battery SOC should be a minimum of 75%. Please enter the SOC Reading on the space provided on the check sheet and attach the printout to the check sheet.

6. Inspect for fuel, oil, coolant, and other fluid leaks.

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Under Vehicle (On Hoist)

1. **Remove disc brake anti-rust covers/anti-corrosion wheel film*** - [PD017-04](#)

Visually inspect rotors for rust.

NOTE

For best rotor rust prevention, retain wheel film on vehicle until just prior to customer delivery.

2. **Activate and initialize Tire Pressure Warning System (TPWS)** – [see check sheet](#)
3. Inspect tires for defects/damage
4. Install wheel covers/caps/spare tire wheel covers*
5. Install rubber body plugs
Install the rubber body plugs (stored in glove box) into rear torque box holes.
6. Inspect for fuel, oil, coolant, and other fluid leaks.
7. Visually check bolts and nuts on chassis and powertrain for looseness
8. Inspect under the vehicle for damage, rust, etc.

Road Test

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.

1. Check cold engine operation
Check starting and fast idle operation performance.
2. Check engine operation during warm-up
Check that engine operates smoothly during warm-up.
Check for unusual noise, engine vibration, rough idle, etc.
3. Check engine at normal operating temperature
Check engine performance over a broad range of driving conditions, including idle quality, acceleration, cruise, and deceleration.
4. Check clutch*/automatic 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.

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Road Test (Continued)

5. Check brake and parking brake operation
Check brake function, including unusual noise, parking brake performance, and all related brake system indicator lights.
6. Check steering operation and off-center/vehicle pull/flutter
Check steering function.
Check steering off-center/vehicle pull/flutter.
7. Inspect for abnormal noise and vibration
8. Inspect for squeaks and rattles
9. Check heater and A/C operation
10. Check speedometer operation
11. Check cruise control operation

Final Inspection & Cleaning

1. Remove interior protective covers, unnecessary labels, tags, etc. (Remove protective covers just before delivery to the customer)
Remove plastic covers from door panels, seats, head restraints, and sun visors, as required.
Remove labels, tags, and stickers (except those containing owner information).

NOTE

Consumer information labels, such as airbag information warning and bumper information labels, MUST be left on the vehicle until delivery to a retail customer.

2. **Verify floor mat application and install using retaining clips*** – [S-SB-0007-15](#)
3. Visually inspect all interior parts for installation, damage, fit, dirt, etc.
4. Remove Rapgard™ and clear protective bumper film*
Ensure ALL glue residue is removed.
5. Wash and clean vehicle
6. Inspect exterior body parts for proper installation, damage, rust, etc.
7. Inspect exterior body parts for scratches, chips, rust, dents, damage, etc.
8. Place Owner's Guide and first aid kit portfolio* in glove box

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Final Inspection & Cleaning (Continued)

9. Place oil change sticker on inside of windshield, top left corner
Complete the mileage or date recommendation and apply the oil change reminder sticker to the inside of the windshield, top left corner. You may use your current oil change reminder sticker.
10. Perform Techstream Health Check
Perform Health Check to ensure that diagnostic trouble codes are not present. Health Check results can be printed for the customer at delivery, or for the dealer file, using the Diagnostic Report function.
11. **Install front license plate and mounting bracket*** – [see check sheet](#)

*Inspect or install when equipped or required.