

Snowmobile North Dakota Trail Program

State Owned Groomer

Maintenance/Repair Timecard

Club/Trail Association _____ ICN# (refer to equipment list) _____

Date _____ Begin Time _____ Ending Time _____ Total Maintenance Hrs _____

Total:
Miles _____
Hours _____

PLEASE USE SEPARATE
TIME CARDS FOR EACH
GROOMER OPERATOR!

Maintenance

Description of Maintenance: _____

<u>X</u>	<u>Description</u>	<u>Hours</u>	<u>X</u>	<u>Description</u>	<u>Hours</u>
	PODS, TRACKS, IDLERS, AXLES:			ENGINE COMPARTMENT	
	Top Drive Sprocket Remove & Replace (1)	3.5 Hrs		R & R Alternator Assembly	1 Hr
	R & R Rubber Track (1)	2.5 Hrs		R & R Fan Belt	1 Hr
	R & R Leaf Spring Assembly	2 Hrs		R & R Air Filter Assemblies (dry type)	.5 Hrs
	Tension all 4 Tracks	1.5 Hrs		R & R Batteries	1 Hr
	R & R 1 Idler Wheel and/or Bearings (#1, #3, #5)	3.5 Hrs Each		MAINTENANCE	
	R & R 1 Idler Wheel and/or Bearings (#2, #4)	2 Hrs Each		Change Oil, Filter, Lube Chassis	1 Hr
	SUSPENSION, STEERING, TABLES, POWER TRAIN			Check & Top all Oil Levels	1 Hr
	R & R Front Driveshaft & U Joints	2.5 Hrs		R & R Fuel Filter	.5 Hrs
	R & R Rear Driveshaft & U Joints	2.5 Hrs		Change Automatic Transmission Fluid & Filters (filter in pan, spin filter at frame)	2 Hrs
	R & R Connector Driveshaft & U Joints	4.5 Hrs		Change Oil in 1 Differential (2 per machine)	1 Hr
	Re-tension Front or Rear King Pins	1.2 Hrs		R & R Strobe Light Assembly	1.2 Hrs
	R & R Differential Pinion Seal	1.5 Hrs		R & R Strobe Bulb	.4 Hrs
	GLASS, BODY, LIGHTS			R & R Front Wiper Arms or Blade	.4 Hrs Each
	R & R Headlamp Assemblies	.5 Hrs Each		R & R Rear Wiper Motor Assembly	1.2 Hrs
	CAB INTERIOR			DRAG	
	R & R Radio Assembly	1.4 Hrs		Adjust Skags on Outside of Drag (Total of 2)	30 Minutes Each
				Adjust Internal Skags in Clean Pan (Total 3 or 4)	30 Minutes Each
				Clear Snow Filled Pan to Make Skag Adjustment	1.5 Hours Each

*R & R: Remove and Replace

*Please check mark the above work that was completed on the trail grooming equipment. If the item is not mentioned in the above diagram, please write a description in the maintenance section listed above.

Reimbursement Requested:

Thaw Timer: _____ @ \$25.00= \$ _____
Total Maintenance/Repair Hours: _____ @ \$30.00/hour = \$ _____

Operator or Mechanic Signature _____ Print Name _____ Phone Number _____ Date _____
 Trail Coordinator Signature _____ Print Name _____ Phone Number _____ Date _____

THIS INVOICE APPROVED FOR PAYMENT BY (Office Use Only):

Date Received:	Date Processed:	Initials:	Date Paid:	Amount:	Check#: