



Service Circular

Maintenance schedule

**Subject: Pre-Delivery Inspection Procedure and Maintenance /
Lubrication Schedule
1998 New Beetle / 1999 EuroVan**

Number: V98-01

Date: Feb 1, 1998

This Service Circular contains the ***Pre-Delivery Inspection Procedure, 30 Day Inventory and Maintenance / Lubrication Schedules*** for the 1998 New Beetle and 1999 EuroVan. Suggested Repair Times for these schedules are included. **Note: Pre-Delivery Inspection and 30 Day Inventory Maintenance suggested repair times are applicable to the United States only.**

For states requiring a manufacturer's statement regarding the delivery inspection procedure, the Pre-Delivery Inspection section of this Circular may be utilized for that purpose.

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Suggested Repair Times

		New Beetle	EuroVan
01 01 18 0	Pre-Delivery Inspection - United States Only	135	90
01 01 18 1	30 Day Inventory Maintenance - United States Only	25	25
	First 5,000 Miles / 8,000 Km Service Only		
03 05 58 1	• 2.0L Gasoline Engine	25	45
03 05 58 2	• 1.9L TDI Engine	45	
	Every 10,000 Miles / 15,000 Km Service Intervals		
03 11 78 1	• 2.0L Gasoline Engine	80	80
03 11 78 2	• 1.9L TDI Engine	95	
	Every 20,000 Miles / 30,000 Km Service Intervals		
03 21 78 1	• 2.0L Gasoline Engine	150	130
03 21 78 2	• 1.9L TDI Engine	155	
	Every 40,000 Miles / 60,000 Km Service Intervals		
03 44 78 1	• 2.0L Gasoline Engine	225	205
03 44 78 2	• 1.9L TDI Engine	195	



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Pre-Delivery Inspection Procedure

New Beetle

EuroVan

Check, Install, Remove and/or Adjust

Under Hood

- | | | |
|---|---|---|
| • Battery voltage (recharge if necessary [min. 12.5 volts]) and battery cables for tightness. | ✓ | ✓ |
| • Engine oil level (fill if necessary). | ✓ | ✓ |
| • Engine coolant level (fill if necessary). | ✓ | ✓ |
| • Windshield washer fluid level (fill if necessary). | ✓ | ✓ |
| • Power steering fluid level (fill if necessary). | ✓ | ✓ |
| • Brake fluid level (fill if necessary). | ✓ | ✓ |

Exterior

- | | | |
|--|---|---|
| • Rappgard protection | ✓ | |
| • Windshield washer jets. | ✓ | ✓ |
| • Torque of wheel bolts (re-torque if necessary). | ✓ | ✓ |
| • Spare tire, spare tire pressure, tool kit and stow towing hook. | ✓ | ✓ |
| • Wheel covers. | ✓ | ✓ |
| • Antenna mast. | ✓ | |
| • All painted surfaces for imperfections, scratches, dents, transportation coatings and environmental damage. | ✓ | ✓ |
| • All windows for chips and scratches. | ✓ | ✓ |
| • All exterior lights (high and low beams, fog, turn signals, driving, trunk, brake, tail, back-up and emergency). | ✓ | ✓ |
| • Front license plate bracket (if required). | ✓ | ✓ |



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Pre-Delivery Inspection Procedure

New Beetle	EuroVan
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Check, Install, Remove and/or Adjust

Interior

- | | | |
|--|---|---|
| • Transportation protection pieces from interior and doors. | ✓ | ✓ |
| • Fuses as required. | ✓ | ✓ |
| • Safety belts and retractors for proper operation. | ✓ | ✓ |
| • Door locks and child safety locks for proper operation including remote control. | ✓ | ✓ |
| • Operation of clock and set to local time. | ✓ | ✓ |
| • Operation of radio and cassette player and pre-set buttons to local stations. | ✓ | ✓ |
| • Radio anti-theft code (LED light must blink when ignition key is removed from ignition lock). Attach radio sticker with serial number and code number to radio card. | ✓ | ✓ |
| • Inventory maintenance sticker to inside of windshield. | ✓ | ✓ |
| • Check 1551 fault code readout and set to basic settings. | ✓ | ✓ |
| • Check Readiness Code (If Readiness Code is not set, establish during road test) | ✓ | ✓ |

On Hoist Checks

- | | | |
|---|---|---|
| • Engine and transmission for leaks and/or damage. | ✓ | ✓ |
| • Axles, CV-joint boots, suspension and steering for leaks and/or damage. | ✓ | ✓ |
| • Brake system for leaks and/or damage. | ✓ | ✓ |
| • Underbody for damage. | ✓ | ✓ |
| • Condition of tires and tire pressure. | ✓ | ✓ |
| • Oval plugs (4) in tie-down openings | ✓ | ✓ |
| • Front spring shipping spacers | ✓ | |



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Pre-Delivery Inspection Procedure

New Beetle

EuroVan

Check, Install, Remove and/or Adjust

Road Test

- | | | |
|--|---|---|
| • Engine cold start, idle and performance during warm-up. | ✓ | ✓ |
| • Clutch operation. | ✓ | ✓ |
| • Manual transmission operation. | ✓ | ✓ |
| • Automatic transmission operation, including automatic shift lock function and kick down function. | ✓ | ✓ |
| • Engine performance. | ✓ | ✓ |
| • Steering for pulling and steering wheel alignment. | ✓ | ✓ |
| • Brake system for function (including ABS), pulling, pulsating, squeaking and operation of parking brake. | ✓ | ✓ |
| • Wheels and tires for proper balance. | ✓ | ✓ |
| • Engine, transmission, steering, drive shafts, wheel bearings and exhaust system for noises. | ✓ | ✓ |
| • Wind noise, squeaks and rattles. | ✓ | ✓ |
| • All electrical instruments, gauges, and switches for proper function and illumination. | ✓ | ✓ |
| • Horn(s). | ✓ | ✓ |
| • Engine for hot start and idle performance. | ✓ | ✓ |



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30 Day Inventory Maintenance

New Beetle

EuroVan

Exterior

- | | | |
|--|---|---|
| • Windows, doors, trunk, hood and sunroof are fully closed. | ✓ | ✓ |
| • Body surfaces clean and free of environmental damage, scratches, etc. | ✓ | ✓ |
| • Engine compartment is clean. | ✓ | ✓ |
| • Tires for proper inflation pressure. | ✓ | ✓ |
| • Battery condition static voltage minimum 12.5 volts. Recharge if necessary.* | ✓ | ✓ |

* If battery is dead, disconnected or below 10 volts, VAG 1551 must be utilized to reset engine and transmission management systems to BASIC setting.

Interior

- | | | |
|---|---|---|
| • All accessories, lights turned off. | ✓ | ✓ |
| • Interior surfaces clean and free of damage. | ✓ | ✓ |
| • Start engine, check idle and A/C operation. | ✓ | ✓ |
| • Check automatic transmission shifting operation. | ✓ | ✓ |
| • Drive vehicle minimum of one mile. Apply brakes several times at 20 m.p.h. to clean rotors. | ✓ | ✓ |
| • Verify disposable floor mats are in place. | ✓ | ✓ |
| • Affix next 30 day sticker. | ✓ | ✓ |



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Emissions/Lubrication Vehicle Maintenance

New Beetle
EuroVan

First 5,000 Miles / 8,000 Km Service Interval Only

- Engine: Change oil/oil filter ✓ ✓

Every 10,000 Miles/15,000 Km Service Interval

- Engine: Change oil/oil filter ✓ ✓
- Dust and Pollen Filter: Replace ✓ ✓
- Windshield Washer: Check fluid level, add if necessary ✓ ✓
- Water Separator: Drain (TDI Engine) ✓
- Timing Belt: Check condition (TDI Engine) ✓
- Automatic Shift Lock: Check operation including park/neutral position switch ✓ ✓
- Brake System: Check for damage/leaks, thickness of pads and brake fluid level ✓ ✓
- Brake Pads: Check thickness ✓ ✓
- Wheels: Rotate front to rear ✓ ✓



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Emissions/Lubrication Vehicle Maintenance

New Beetle

EuroVan

Every 20,000 Mile / 30,000 Km Service Interval

- | | | |
|---|---|---|
| • Engine: Change oil/replace oil filter | ✓ | ✓ |
| • Belts: Check condition and adjust if necessary (TDI Engine) | ✓ | |
| • Fuel Filter: Replace (TDI Engine) | ✓ | |
| • Water Separator: Drain water (TDI Engine) | ✓ | |
| • Battery: Check electrolyte level, add if necessary | ✓ | ✓ |
| • Dust and Pollen Filter: Replace | ✓ | |
| • Cooling System: Check coolant level and add if necessary | ✓ | ✓ |
| • Windshield Washer: Check fluid level, add if necessary | ✓ | ✓ |
| • Automatic Shift Lock: Check operation including park/neutral position switch | ✓ | ✓ |
| • Manual Transmission: Check for leaks; oil level, add if necessary | ✓ | ✓ |
| • Automatic Transmission Final Drive: Check level, add if necessary; check for leaks | ✓ | ✓ |
| • Wheels: Rotate front to rear | ✓ | ✓ |
| • Tires/Spare: Check condition and pressure | ✓ | ✓ |
| • Brake System: Check for damage/leaks, thickness of pads and brake fluid level | ✓ | ✓ |
| • Drive Shafts: Check boots | ✓ | ✓ |
| • On-Board Diagnostic System: Check diagnostic trouble code memory with VAG 1551 and purge if necessary | ✓ | ✓ |
| • Door Check Straps: Lubricate | ✓ | ✓ |

During Road Test

- | | | |
|---|---|---|
| • Check Kickdown, Braking, Steering, Heating, Ventilation, Air Conditioning, Power Accessories and Electrical Systems | ✓ | ✓ |
|---|---|---|
-



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Emissions/Lubrication Vehicle Maintenance

New Beetle

EuroVan

After Road Test

- | | | |
|--|---|---|
| • Engine: Check for leaks | ✓ | ✓ |
| • Power Steering: Check fluid level | ✓ | ✓ |
| • Exhaust System: Check for damage/leaks | ✓ | ✓ |
| • On-Board Diagnostic System: Check diagnostic trouble code memory with VAG 1551 ST and purge if necessary | ✓ | ✓ |



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Emissions/Lubrication Vehicle Maintenance

New Beetle

EuroVan

Every 40,000 Miles / 60,000 Km Service Interval

- | | | |
|---|---|---|
| • Engine: Change oil/replace oil filter | ✓ | ✓ |
| • Fuel filter: Replace (TDI Engine) | ✓ | |
| • Water Separator: Drain water (TDI Engine) | ✓ | |
| • Battery: Check electrolyte level, add if necessary | ✓ | ✓ |
| • Air Cleaner: Replace filter element (required every 40,000 miles or every four years whichever comes first) | ✓ | ✓ |
| • Cooling System: Check coolant level and add if necessary | ✓ | ✓ |
| • Dust/pollen filter element: Replace | ✓ | |
| • Timing Belt: Replace (TDI Engine). | ✓ | |
| • Timing Belt Tensioner: Replace (TDI Engine). | ✓ | |
| • V-Belt: Check tension and condition, adjust if necessary. | ✓ | ✓ |
| • Ribbed Belt: Check condition | ✓ | ✓ |
| • Spark Plugs: Replace | ✓ | ✓ |
| • Windshield Washer: Check fluid level, add if necessary | ✓ | ✓ |
| • Door Check Straps: Lubricate | ✓ | ✓ |
| • Automatic Shift Lock: Check operation including park/neutral position switch | ✓ | ✓ |
| • Manual Transmission: Check for leaks; oil level, add if necessary | ✓ | ✓ |
| • Automatic Transmission Final Drive Oil: Check level, add if necessary; check for leaks | ✓ | ✓ |
| • Wheels: Rotate front to rear | ✓ | ✓ |
| • Tires/Spare: Check condition and pressure | ✓ | ✓ |
| • Brake System: Check for damage/leaks, thickness of pads, and brake fluid level | ✓ | ✓ |



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Emissions/Lubrication Vehicle Maintenance

	New Beetle	EuroVan
• Brake Fluid: Replace every two years regardless of mileage	✓	✓
• Drive Shafts: Check boots	✓	✓
• Front Axle: Check dust seals on ball joints, tie rod ends and check tie rods	✓	✓
• On-Board Diagnostic System: Check diagnostic trouble code memory with VAG 1551 and purge if necessary	✓	✓
• Automatic Transmission: Replace ATF (New Beetle replace every 60,000 miles/90,000 km)		✓

During Road Test

- | | | |
|---|---|---|
| • Check Kickdown, Braking, Steering, Heating, Ventilation, Air Conditioning, Power Accessories and Electrical Systems | ✓ | ✓ |
|---|---|---|

After Road Test

- | | | |
|--|---|---|
| • Engine: Check for leaks | ✓ | ✓ |
| • Power Steering: Check fluid level | ✓ | ✓ |
| • Exhaust System: Check for damage/leaks | ✓ | ✓ |
| • On-Board Diagnostic System: Check fault memory with VAG 1551 ST and purge if necessary | ✓ | ✓ |

NOTE: Check air bag systems for function and damage after 4 years, 8 years and every 2 years thereafter



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