



FREE PRINTABLE FIELD GUIDE

The Complete RV Care & Record-Keeping Guide

A practical four-season system for safer trips, better maintenance records, organized ownership and a resale-ready RV.

PRE-TRIP

SEASONAL

ANNUAL

PRINTABLE LOGS

A FREE RESOURCE FROM RV COMMAND CENTER PRO

Your RV. Your records. One place.

Make this guide yours.

A simple system beats scattered notes.

The goal is not perfect paperwork. It is knowing what was done, what comes next and where the proof lives.

YOUR RV PROFILE

Fill this in once and update it when equipment changes.

OWNER

RV NICKNAME

YEAR / MAKE / MODEL

VIN

TIRE SIZE / LOAD RANGE

GVWR / CARGO CAPACITY

THE 4-PART ROUTINE

1

Inspect

Use the pre-trip and seasonal pages.

2

Record

Date, mileage, hours, vendor and cost.

3

Attach proof

Keep receipts, photos and reports together.

4

Set the next date

Schedule the next check before closing the record.

RECORD WHAT MATTERS

- ☐ Service date and odometer or generator hours
- ☐ What was inspected, adjusted, repaired or replaced
- ☐ Vendor, technician and total cost
- ☐ Part numbers, serial numbers and warranty details
- ☐ Receipt, invoice, photo or inspection report
- ☐ Next due date, mileage or operating-hour trigger

IMPORTANT: YOUR MANUALS WIN

Use this guide as an organizing framework. Maintenance intervals and procedures vary by RV, chassis, axle, tire, appliance and component. Always follow the applicable manufacturer instructions, safety notices and qualified-service recommendations.

A cared-for RV is easier to enjoy - and easier to explain.

The departure checklist

Slow down. Walk around. Verify twice.

Tow vehicle, hitch and running gear

READY TO ROLL

- ☐ Confirm hitch jaws are fully engaged around the kingpin and perform a pull test.
- ☐ Verify hitch, pin box, mounting hardware and safety/breakaway connections.
- ☐ Test trailer brakes, brake controller and breakaway switch operation.
- ☐ Check cold tire pressure against the RV placard, tire/load guidance and manuals.
- ☐ Inspect tread, sidewalls, valve stems, wheel condition and visible fasteners.
- ☐ Verify lug-nut torque according to the wheel or RV manufacturer's schedule.
- ☐ Confirm landing gear and stabilizers are fully retracted and secured.
- ☐ Check truck and trailer lights, turn signals, brake lights and clearance lamps.

Exterior, utilities and storage

CLOSE, LOCK, SECURE

- ☐ Retract awnings, slide-outs, antennas, steps and exterior accessories.
- ☐ Disconnect shore power, fresh water, sewer, cable and campground hookups.
- ☐ Close and secure windows, roof vents, entry door and baggage compartments.
- ☐ Confirm propane cylinders and battery boxes are secured and ventilated.
- ☐ Look underneath for leaks, hanging wires, loose panels or unusual debris.
- ☐ Verify spare tire, ladder, bikes, grills and cargo are firmly secured.
- ☐ Check mirrors, rear camera and all required towing equipment.
- ☐ Confirm loaded weight remains within RV, axle, tire and tow-vehicle ratings.

Interior and life safety

INSIDE THE RV

- ☐ Test smoke, carbon-monoxide and LP-gas alarms.
- ☐ Confirm fire extinguishers are accessible and indicate ready.
- ☐ Turn off or secure appliances as required by their manuals.
- ☐ Latch refrigerator, cabinets, drawers, shower door and room dividers.
- ☐ Secure televisions, countertop items and loose belongings.
- ☐ Confirm everyone knows the emergency exits and keeps them clear.
- ☐ Place pets safely and verify travel documents, medication and emergency supplies.

THE FINAL 10-MINUTE CIRCLE

Walk it one more time.

Start at the hitch and move in one direction around the entire rig. Touch each critical item as you verify it. Then stop where you began and check the hitch again.

- ☐ Hitch and breakaway
- ☐ Tires, wheels and wheel wells
- ☐ Compartments, utilities and steps
- ☐ Awnings, slides, roof accessories and cargo
- ☐ Lights, mirrors, camera and route clearance

IF SOMETHING LOOKS WRONG, STOP AND CHECK IT.

Arrival, departure & return

Protect the RV between travel days.

ARRIVING AT THE CAMPSITE

Before extending slides or connecting utilities.

- ☐ Survey overhead branches, posts, utilities, slope, soft ground and slide clearance.
- ☐ Position, level and chock the RV before unhitching.
- ☐ Use suitable pads under landing gear and stabilizers as conditions require.
- ☐ Confirm electrical pedestal condition before connecting; use appropriate protection.
- ☐ Use a potable-water hose and pressure regulator where needed.
- ☐ Route sewer equipment safely and keep potable-water equipment separate.
- ☐ Check for leaks after water, waste and propane systems are placed in service.

BEFORE LEAVING THE SITE

Make the site look better than you found it.

- ☐ Inspect roof and slide tops for branches, debris, water or ice before retracting.
- ☐ Close valves, drain hoses as appropriate and cap all utility connections.
- ☐ Confirm awning fabric is dry enough for storage or note a drying task for home.
- ☐ Check the campsite for tools, mats, blocks, chocks, cords and trash.
- ☐ Recheck tire pressure and visible condition before the return trip.
- ☐ Complete the final circle from the departure checklist.

THE AFTER-TRIP RESET

A short reset prevents small problems from becoming forgotten problems.

- ☐ Record ending mileage, generator hours and trip expenses.
- ☐ Log any warning lights, handling changes, leaks, odors or unusual noises.
- ☐ Clean and dry water, sewer and outdoor-living equipment before storage.
- ☐ Inspect tires and wheel areas for damage picked up on the trip.
- ☐ Check the roof and exterior after severe weather or low-clearance travel.
- ☐ Restock first aid, fuses, sealants, filters and frequently used supplies.
- ☐ Save campground, fuel, repair and upgrade receipts.
- ☐ Attach photos to new damage, repairs, upgrades or valuable purchases.
- ☐ Set the next service date for anything completed during the trip.
- ☐ Back up your RV records before long-term storage or major travel.

STOP-TRAVEL RED FLAGS

Do not continue merely because the campsite is reserved or home is close. Stop and investigate active leaks, burning smells, hot wheel hubs, damaged tires, brake concerns, loose suspension parts, sparking connections, propane odor, structural movement or anything that changes the RV's safe operation.

Your maintenance rhythm

Adjust every interval to your manuals and use.

Think in layers: quick checks often, system care seasonally and deeper inspections by calendar, mileage, age or operating hours.

EVERY TRIP

Tires and wheels; hitch and breakaway; brakes and lights; leaks; exterior closures; safety alarms; cargo and weight; utility disconnection; final walk-around.

MONTHLY

Smoke, CO and LP alarms; extinguisher condition; battery and charging observations; visible roof/seal changes; tire condition and pressure; generator exercise when applicable.

EVERY 3 MONTHS

Battery terminals/electrolyte as applicable; slide and door seals; drains and traps; GFCI test; storage-compartment moisture; pest entry points; emergency supplies.

EVERY 6 MONTHS

Roof and seal inspection; fresh-water sanitation as directed; waste valves and seals; awning and topper condition; wheel and suspension visual inspection; water-system leak check.

ANNUALLY

Wheel bearings and brakes when specified; suspension/hitch; furnace and LP system; water heater; air conditioners; refrigerator; landing gear; shore-power and 12-volt systems; professional safety inspection.

AGE / MILES / HOURS

Tires, batteries, brake parts, bearings, generator service, filters, anodes and other wear items. Track both time and use because either limit may arrive first.

THE BEST NEXT-DUE DATE IS THE ONE YOU ACTUALLY SET

When service is completed, record the new baseline immediately. For dual-trigger work, such as 12 months or 12,000 miles, record both and treat the first reached limit as the planning trigger.

Exterior & running gear

Water entry and road forces reward early attention.

ROOF, SEAMS & EXTERIOR

- ☐ Inspect membrane or roof surface, front/rear caps and edge rails.
- ☐ Check vents, skylights, antennas, ladder mounts and appliance openings.
- ☐ Examine windows, doors, lights, utility ports and compartment seals.
- ☐ Use only compatible cleaners and sealants approved for the surfaces.
- ☐ Record photos before and after repairs; investigate staining or softness.

TIRES & WHEELS

- ☐ Check cold inflation using the RV placard, load information and manuals.
- ☐ Inspect tread, sidewalls, valve stems, wheels and the spare.
- ☐ Record DOT date codes and tire installation dates.
- ☐ Watch for uneven wear that may indicate pressure, balance or alignment issues.
- ☐ Recheck wheel torque on the schedule required after wheel removal or service.

BEARINGS, BRAKES & SUSPENSION

- ☐ Service bearings and seals according to axle instructions and use.
- ☐ Inspect brake linings, magnets, drums/rotors, wiring and breakaway operation.
- ☐ Check springs, hangers, equalizers, wet bolts, U-bolts and shocks.
- ☐ Look for abnormal tire clearance, leaning, movement or metal contact.
- ☐ Record measurements and replaced parts instead of writing only 'checked.'

HITCH, SLIDES & LEVELING

- ☐ Inspect hitch jaws, pivots, rails, pin box and mounting hardware.
- ☐ Follow lubrication guidance for the specific hitch and slide system.
- ☐ Check slide seals, toppers, rollers, racks, cables or hydraulic components.
- ☐ Inspect landing gear and stabilizers for leaks, damage and smooth travel.
- ☐ Keep manual-retraction and emergency procedures accessible.

The photo habit

Take the same four exterior photos at least once a year: front, rear, curb side and road side. Add close-ups of the roof, tire date codes, hitch, suspension and any sealant repairs. Consistent photos make changes easier to spot and create useful ownership documentation.

PHOTO DATE: _____

ODOMETER: _____

WEATHER: _____

Tip: photograph identifying labels before they fade or become difficult to access.

Life safety, LP & electrical

Small RV spaces can change conditions quickly.

4,200 reported RV fires per year

Estimated annual average reported to U.S. fire departments, 2018-2020. Source: U.S. Fire Administration.

ALARMS, EXTINGUISHERS & ESCAPE

- ☐ Test smoke, carbon-monoxide and LP-gas alarms monthly.
- ☐ Replace alarms and batteries according to device markings and instructions.
- ☐ Check extinguisher gauge, pin, hose/nozzle, mounting and accessibility.
- ☐ Keep the entry and emergency exits clear and confirm they open easily.
- ☐ Practice an escape plan with everyone who travels or sleeps in the RV.
- ☐ Keep cooking attended and combustible items away from heat sources.
- ☐ Never ignore an alarm, propane odor, exhaust smell or unexplained headache.

PROPANE & COMBUSTION

- ☐ Inspect visible propane cylinders, mounts, regulators and flexible lines.
- ☐ Keep cylinder compartments ventilated and free of unrelated storage.
- ☐ Have leaks, regulator concerns and appliance flame problems evaluated properly.
- ☐ Keep generator exhaust pointed away and downwind from the RV and neighbors.
- ☐ Follow appliance ventilation and clearance requirements.
- ☐ Have a trained technician perform periodic LP and combustion-system inspections.
- ☐ Turn systems off when required for fueling, storage, ferries or local rules.

120-VOLT SHORE POWER

- ☐ Inspect cord, plug, adapters, inlet and pedestal for damage or overheating.
- ☐ Use properly rated equipment and electrical-management protection.
- ☐ Test GFCI protection and investigate repeated breaker trips.
- ☐ Avoid overloaded receptacles and unapproved household extension cords.
- ☐ Disconnect power before service and use qualified help for unsafe conditions.

12-VOLT, BATTERIES & GENERATOR

- ☐ Inspect battery security, terminals, cables, ventilation and electrolyte if applicable.
- ☐ Verify charging voltage and converter/inverter settings match the battery type.
- ☐ Protect positive terminals and keep sparks or flames away from batteries.
- ☐ Track generator service by both calendar and operating hours.
- ☐ Exercise and load the generator only as directed; inspect exhaust before use.

Safety reference: U.S. Fire Administration, Recreational Vehicle Fire Safety, usfa.fema.gov/prevention/vehicle-fires/recreational-vehicles/

Water, waste & comfort systems

Plumbing, climate and appliances.

FRESH WATER & PLUMBING

- ☐ Inspect tank, pump, wet bay, fittings, drains and accessible lines for leaks.
- ☐ Use drinking-water-safe hoses and keep hose ends clean and capped.
- ☐ Use a pressure regulator when the RV or campground conditions require it.
- ☐ Sanitize tank and lines using the RV or plumbing-system instructions.
- ☐ Service filters, pump strainers and winterization valves as equipped.
- ☐ Investigate pump cycling when no fixture is open.

WATER HEATER & WASTE SYSTEM

- ☐ Turn off heat sources and relieve pressure before water-heater service.
- ☐ Flush sediment and inspect anode, burner or electric components as equipped.
- ☐ Inspect termination fittings, tank sensors, vents, gate valves and seals.
- ☐ Store sewer equipment apart from potable-water equipment.
- ☐ Use compatible treatments and never mix chemicals unless explicitly allowed.
- ☐ Record freeze protection and recommissioning dates.

AIR CONDITIONING & FURNACE

- ☐ Clean or replace return-air filters on the required schedule.
- ☐ Inspect rooftop shrouds, seals, coils and condensate drainage.
- ☐ Record temperature split, unusual noise, odor or short cycling.
- ☐ Keep furnace intake/exhaust clear and service burner/ignition properly.
- ☐ Have LP pressure, leaks and combustion performance checked by qualified service.

REFRIGERATOR & OTHER APPLIANCES

- ☐ Keep required exterior vents and interior airflow paths clear.
- ☐ Inspect door seals, latches and travel restraints.
- ☐ Service burner, flue and controls as directed for absorption refrigerators.
- ☐ Track washer/dryer, microwave, range, fireplace and accessory manuals.
- ☐ Stop using equipment that overheats, sparks, leaks fuel or behaves abnormally.

Season change checklist

- | | |
|--|--|
| ☐ Freeze protection completed and dated | ☐ Roof, seals and drainage checked |
| ☐ Water heater bypass/anode status recorded | ☐ Tire storage pressure/condition checked |
| ☐ Batteries charged and storage plan set | ☐ Recommissioning leak test completed |
| ☐ Rodent/pest entry points inspected | ☐ Emergency supplies and alarms tested |

Records that earn their keep

Useful for service, planning, claims and resale.

A receipt alone says what you bought. A good record explains what happened, what was done and where the supporting proof can be found.

FOR EVERY SERVICE EVENT

- ☐ Date, mileage and generator hours
- ☐ Problem, symptom or scheduled task
- ☐ Inspection findings and completed work
- ☐ Parts, quantities and identifying numbers
- ☐ Vendor or technician and total cost
- ☐ Receipt, invoice, report and photos
- ☐ Warranty coverage and next due trigger

YOUR DOCUMENT VAULT

- ☐ Title, registration and purchase documents
- ☐ Insurance policy and contact information
- ☐ Owner, chassis, axle and appliance manuals
- ☐ Warranty documents and service bulletins
- ☐ Receipts for upgrades and major equipment
- ☐ Inspection, weight and alignment reports
- ☐ Backup copies stored away from the RV

CLAIM-TIME SUPPORT PACK

- ☐ Current inventory with values and locations
- ☐ Wide and detailed photos of the RV and contents
- ☐ Serial/model numbers for valuable equipment
- ☐ Receipts, appraisals and upgrade documentation
- ☐ Maintenance and repair history relevant to the loss
- ☐ Policy, claim contact and incident notes

RESALE-READY SUPPORT PACK

- ☐ Organized maintenance chronology
- ☐ Major repair and upgrade receipts
- ☐ Tire, battery and appliance dates
- ☐ Included-equipment inventory
- ☐ Manuals, keys, remotes and warranty status
- ☐ Honest notes about open or upcoming work

Documentation is evidence - not a guarantee.

Organized records may help you explain ownership, care, equipment and costs, but they do not determine insurance coverage, reimbursement, claim approval or resale price. Review your policy, keep off-site backups and seek appropriate professional guidance when needed.

Maintenance & repair log

One line per completed service event.

RV

YEAR

STARTING MILEAGE

DATE	SYSTEM	WORK PERFORMED	VENDOR	MILES / HRS	COST	NEXT DUE

FOLLOW-UP NOTES / PART NUMBERS / DOCUMENT LOCATIONS

PAGE TOTAL: \$

RV inventory snapshot

Document the equipment that travels with you.

RV _____

INVENTORY DATE _____

ITEM	CATEGORY	LOCATION	MODEL / SERIAL	QTY	VALUE

DOCUMENTATION CHECK

- ☐ Wide photos taken
- ☐ Serial/model labels photographed
- ☐ Receipts or value support saved
- ☐ Backup stored away from RV

TOTAL DOCUMENTED VALUE: \$ _____

Plan the year. Keep the story.

Your next twelve months at a glance.

Write one or two priority tasks in each month. Add exact dates to your maintenance tracker.

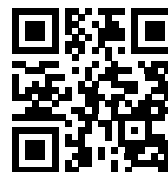
SEP _____ _____	OCT _____ _____	NOV _____ _____	DEC _____ _____
JAN _____ _____	FEB _____ _____	MAR _____ _____	APR _____ _____
MAY _____ _____	JUN _____ _____	JUL _____ _____	AUG _____ _____



Give every RV record a dependable home.

RV Command Center Pro organizes maintenance, expenses, trips, inventory, documents and reports in one straightforward Windows application. One-time purchase. No subscription. Your records stay on your computer.

RVCOMMANDCENTERPRO.COM



SCAN TO LEARN MORE

SAFETY REFERENCES & FURTHER READING

National Highway Traffic Safety Administration - TireWise: tire maintenance, inflation, aging and labeling. nhtsa.gov/vehicle-safety/tires

U.S. Fire Administration - Recreational Vehicle Fire Safety: alarms, propane, generators, extinguishers and escape planning. usfa.fema.gov/prevention/vehicle-fires/recreational-vehicles/

Always consult the owner manuals and safety notices for your RV, tow vehicle, chassis, tires, axles, hitch, appliances and installed components.

This guide is an organizational resource and general checklist. It is not a substitute for manufacturer instructions, inspection by a qualified professional, insurance advice or a determination that an RV is safe to operate.