

# EQUIPMENT MAINTENANCE LOG

Equipment:

Model Number:

Manufacturer:

Purchase Date:

Serial Number:

Department/Location:

Additional Information:

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## MAINTENANCE ACTIVITY

#	Date	Time	Service Type	Service Performed	Performed By

#	Parts Replaced	Cost	Next Service Due	Remarks

### Preventive Maintenance Schedule

**Daily Checks:**

- Visual Inspection    Clean Exterior    Check Fluid Levels

**Weekly Checks:**

- Lubricate Moving Parts    Inspect for Wear and Tear

**Monthly Checks:**

- Replace Filters    Test Performance

**Annual Checks:**

- Full System Diagnostic    Replace Major Components (if needed)

### Technician Comments

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