

## Preventative Maintenance Form: Inspection Report Holding Cabinets

I. General Information			
Company Name		Inspecting Technician	
Manager Name		Date of Last Inspection	
Address			
Phone			
II. Equipment Description			
Brand		Voltage of Unit	
Serial Number		Voltage of Control	
Type			
Manufacture Date			
Installation Date			
III. Inspection/ Cleaning			
	OK	CLEAN	REPAIR
Cleaning			
Concentration Ring			
Remove from the water pan and delime to allow the water to heat faster			
Side Racks			
Note the condition of the trays			
Water Pan & Covers			
Note the condition of the covers			
Wipe the water pan clean after water has completely drained and pan has cooled			
Inspect the drain to verify there are no clogs after cleaning and draining			
Floatswitch			
Use a damp towel to wipe grease or debris from float to prevent the float from sinking			
Confirm the floatswitch floats and shuts water off by manually moving the float up and down			
Door Gasket			
Open the doors and wipe with a damp towel of all grease to prevent metal from sticking			
Inspect for rips or tears of the gasket material			



#### IV. Recorded Error Logs

1)	
2)	
3)	
4)	

#### V. Recommendations

1)	
2)	
3)	
4)	

#### VI. Repairs Needed

1)	
2)	
3)	
4)	
5)	

#### VII. Date of Inspection

MM/DD/YY:	
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**Manager Name:** \_\_\_\_\_

**Manager Signature:** \_\_\_\_\_

**Technician Name:** \_\_\_\_\_

**Technician Signature:** \_\_\_\_\_

**Note:**

All the procedures described in this form are found in the service manual. The maintenance section includes step by step instructions with pictures that facilitate the execution of each procedure. We tried to be as inclusive as possible with the maintenance procedures to be followed; however, working conditions for each piece of equipment vary from customer to customer so please use this form as a guide. Execute this maintenance with the frequency you find suits your conditions and needs the best.

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