

VENUE:
DATE:

IMPORTANT: As part of the equipment handover ensure that the client is aware of the following Preventative Maintenance points.

ITEM		FREQUENCY	Confirm
CABLES (Pin Loaded Machines)	INSPECT the cable from end to end. Worn cables MUST be replaced	DAILY	
UPHOLSTERY	WIPE OVER upholstery using a clean damp cloth and mild detergent / disinfectant. IMPORTANT – Enforce “No Towel, No Use” Policy.	DAILY	
ADJUSTMENT PINS	CHECK that the Adjustment Pins locate fully. Adjustment pins to check and lubricate: Seat / Back Rest / Foot Plate / Range of Motion (ROM)	WEEKLY	
WEIGHT SELECTION PIN	CHECK that the weigh selection pins locate fully into the weight stack of the pin loaded machines	WEEKLY	
BOLTS & NUTS (Hardware)	CHECK and tighten if required	MONTHLY	
PULLEYS (Pin Loaded Machines)	INSPECT Pulleys that are visible for signs of wear. Cracked pulleys MUST be replaced.	MONTHLY	
GUIDE RODS (Pin Loaded Machines)	CLEAN & LUBRICATE* the Guide Rods on the pin loaded machines. DO NOT lubricate the seat rails on the Seated Leg Press	MONTHLY	
FRAMES	WIPE OVER frames using a clean damp cloth and mild detergent / disinfectant	MONTHLY	
DUMBBELLS	CHECK for loose plates and endcaps – tighten and Loctite* as required. *Loctite 401 is recommended to reduce plate loosening on dumbbells.	WEEKLY	

GENERAL POINTS

- If a piece of equipment is not working properly, place an “Out of Order” sign on the equipment and report to Management.
- Any service work required must be carried out by a trained Service Technician. **DO NOT** attempt to fix the equipment yourself.
- **IMPORTANT** it is essential that the equipment is maintained by a Trained Service Technician. Leisure Concepts Corporate highly recommends that the client has a preventative maintenance agreement in place so that the equipment is inspected on a regular basis. Every three (3) months is recommended. In high usage venues this may need to be more frequent.
- Ensure that the equipment is placed in a cool, dry area away from swimming pools, spas, etc or areas of high humidity.
- Clean all surfaces on a regular basis using a mild detergent/disinfectant. **NO** bleach or solvents to be used.
- Vacuum equipment and surrounding area on a regular basis to keep free of dust.
- Replace any damaged or worn Exercise Placards and Safety Warning Labels.

I confirm that I have been shown the Preventative Maintenance points for the strength training equipment as noted above & understand that the regular checks indicated are necessary to ensure the equipment is maintained in optimal working condition. I also understand that this is important to have the equipment serviced on a regular basis by a trained technician. I acknowledge that warranty claims must be submitted via the [website](#) within 7 days.

* LANOX (available at Supa Cheap Auto) or Silicon Spray should be used to lubricate the Guide Rods & Adjustment Pins.

SIGNED CLUB REPRESENTATIVE:
TITLE:
DATE:
SIGNED LCC REP:
DATE: