

DATE	UNIT#			
ROOF				
Change Filters		Yes	No	Not Needed
Clean all Coils		Yes	No	Not Needed
Oil all bearing that take oil		Yes	No	Not Needed
Check all Belts and change as needed		Yes	No	Not Needed
Lube all Exhaust System as needed		Yes	No	Not Needed
Clean roof of all junk/debris/trash		Yes	No	Not Needed
Clear roof drains of all trash/Dedris		Yes	No	Not Needed
Cover all holls with Plywood		Yes	No	Not Needed
Down stairs				
Check Ice Machine for proper operation		Yes	No	
Clean Ice machine every six months or as needed		Yes	No	Not Needed
Clean all Condensers		Yes	No	Not Needed
Clean Walk-In Coil		Yes	No	Not Needed
Clean Walk-In Freezer Coil		Yes	No	Not Needed
Check Temperatures of all Refrigeration Equipment		Yes	No	
Check Thermostats for proper operation (check for Battery needs)		Yes	No	
Calibrate and Clean coffee pot use de-scale spring on it		Yes	No	
Pour bleach down all floor drains and drink station drains		Yes	No	
Check for pipe or pvc to lock drive thru window		Yes	No	
Check all outside doors for security		Yes	No	
Check time clocks and all outside lighting for proper operation		Yes	No	
Check time clock for freezer for proper time of day		Yes	No	
Check Kids High Chairs for seat belts in good condition		Yes	No	
Check all toilets seats to make sure they are tight and in good condition		Yes	No	
Check behind Fryers for GREASE and FOOD		Clean	Dirty	
Check Fryer Flue for Grease build up and clean as needed		Yes	No	Not Needed
Unlock locked Reach-in's, Clean out and lock back up		Yes	No	
Check Kitchen/Storage for holes in wall, cover up or fill with foam		Yes	No	
Check all area's for danger? (exposed wiring, leaks onto floor, etc.)		Yes	No	
Check all exterior doors for good door sweeps		Yes	No	
Check R/R exhust for proper operation and dirt		Yes	No	
Check exterior for hole that rodents can use and fill holes		Yes	No	
** ALWAYS WEAR GOGGLES AND GLOVES WHEN HANDLING CHEMICALS **				
Comments:				
1				
2				
3				
4				
5				
6				
7				
Technician _____		Person in Charge		