

Equipment maintenance log

Blank service and follow-up record

Asset ID: _____ Equipment: _____

Record completed work and the next agreed action. Follow the equipment maker's service instructions; this sheet does not certify safety or set service intervals.

Date / meter	Observation and work completed	Parts / cost	Person / reference

Next action	Due date / meter	Owner / closed

Service reference / manual section: _____

Equipment maintenance log

Fictional filled example

Asset ID: EQ-014 • Portable work light

Record completed work and the next agreed action. Follow the equipment maker's service instructions; this sheet does not certify safety or set service intervals.

Date / meter	Observation and work completed	Parts / cost	Person / reference
Oct 1, 2026 / 420 h	Cleaned housing; inspected cable; recorded findings.	None / \$0	Alex / EX-SVC-014

Next action	Due date / meter	Owner / closed
Review at next scheduled check	Nov 1, 2026 / 520 h	Alex / open
Current meter: 505 h	15 h until the example meter target	Confirm schedule before use

The example uses a fictional 100-hour interval. Do not copy it as a service requirement.