

Kitchen equipment maintenance checklist

Record commercial kitchen appliance service tasks, manufacturer references, findings, parts and follow-up work across a maintenance visit.

Complete the applicable sections. An asterisk marks a required field when that section applies. Copy repeat sections as needed and attach photographs separately.

Kitchen service visit

Project or site *

Record reference *

Record date *

Prepared by *

Kitchen or premises *

Agreed appliance service scope *

Work-control and access reference *

Appliance service records

Appliance records

Repeat for each entry.

Asset ID, make and model *

Appliance type *

☐ Cooking

☐ Warewashing

☐ Refrigeration

☐ Food preparation

☐ Other

Manufacturer task or manual reference *

Task performed and findings *

Service result *

☐ No outstanding issue

☐ Further work required

☐ Not serviced

Further work or reason not serviced *

If applicable: Service result is not No outstanding issue.

Parts or consumables used or none *

Specialist report reference

Appliance condition photos

Photo or attachment references: _____

This record does not replace food temperature logs, cleaning schedules or specialist gas, electrical and refrigeration reports.

Return and follow-up

Appliance restrictions and handover notes *

Record status *

☐ Open ☐ Complete

Next action or reason none is needed *

Responsible person *

Reviewed by

Reviewer acknowledgement

Signature: _____