

Workshop Equipment Service Log

Keep a per-machine service history for fixed workshop equipment, so the consumable part numbers and the last service date live with the machine.

One machine, one sheet. Servicing, running hours, parts fitted and who did the work — for a lathe, a saw bench, a welder, a dust extractor or anything else bolted to the workshop floor.

Machine / equipment

Make & model

Serial no.

Location

Asset no.

Purchased

Supplier

SPECIFICATIONS look these up once and never search again

Oil / lubricant & quantity

Grease points

Change interval

Belt part no.

Filter part no.

Blade / wheel size

Fuse or breaker

Supply & rating

Guards and interlocks

Handbook kept where

SERVICE AND MAINTENANCE RECORD

Date	Hours	Work carried out	Parts fitted	Cost	By