

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 / equipmentMake & modelSerial no.

LocationAsset no.PurchasedSupplier

SPECIFICATIONS look these up once and never search again

Oil / lubricant & quantityGrease pointsChange interval

Belt part no.Filter part no.Blade / wheel sizeFuse or breaker

Supply & ratingGuards and interlocksHandbook kept where

SERVICE AND MAINTENANCE RECORD

Date	Hours	Work carried out	Parts fitted	Cost	By