SUPER ELEVATOR SYSTEM

Elevator maintenance log

Use 1 row for each visit to 1 unit. Keep the completed record with the related service ticket.

Company: _____ Record period: _____

Date	Building	Unit ID	Mechanic	Work done	Parts used	Time on site	Next due

Dates: YYYY-MM-DD. Time on site: include hours or minutes. Parts used: write None when none were used.

Next due: enter the date from your approved schedule. Do not calculate a service interval from this sheet.

General visit record only. Not a maintenance procedure, inspection checklist or proof of compliance.