



HEARTBEAT FITNESS REPAIR

SERVICE • REPAIR • PREVENTIVE MAINTENANCE

Factory-trained service for residential and commercial fitness equipment

(727) 512-5120 | service@theequipmentfixer.com | theequipmentfixer.com

Fitness Equipment Maintenance Log

PRINTABLE INSPECTION & SERVICE RECORD

FACILITY / PROPERTY

ROOM OR LOCATION

RESPONSIBLE MANAGER

LOG PERIOD — FROM / TO

HOW TO USE THIS LOG

Keep this log in the fitness room on a clipboard. Complete the equipment inventory once, then use the weekly inspection grid for routine checks and the service record for every repair or maintenance visit. Retain completed logs — a documented history of inspection and service is what demonstrates that the equipment has been properly maintained.

EQUIPMENT INVENTORY

Complete once, then update when equipment is added or removed. Serial numbers make parts sourcing far faster.

#	EQUIPMENT TYPE	MAKE / MODEL	SERIAL NUMBER	INSTALL DATE	LOCATION
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

WEEKLY INSPECTION RECORD

Check each unit weekly. Mark OK, or note the issue and record it in the Reported Issues section.

[illegible]

WEEKLY WALK-THROUGH CHECKLIST

- | | |
|--|--|
| ☐ All units power on and respond normally | ☐ Treadmill safety keys present and functioning |
| ☐ No new squeaks, grinding, or knocking on any unit | ☐ Cables on strength equipment show no fraying or damage |
| ☐ Weight stack selector pins present with intact lanyards | ☐ Upholstery intact — no splits or loose pads |
| ☐ Handrails, benches, and seats secure with no movement | ☐ No visible loose or missing hardware |
| ☐ Equipment level and stable; no rocking | ☐ Rails, tracks, and guide rods clean |
| ☐ Out-of-service units are tagged and reported | ☐ Wipe stations stocked; posted rules and signage legible |

REMOVE FROM SERVICE IMMEDIATELY

Any frayed or damaged cable, a weight stack that binds or drops unevenly, a loose handrail, a missing or non-functioning treadmill safety key, a burning smell, or any unit that has been exposed to water. Tag the unit, note it below, and schedule service the same day — do not wait for the next maintenance cycle.

REPORTED ISSUES

Record every reported problem and how it was resolved. This is the record that matters most.

DATE	UNIT #	ISSUE REPORTED	OUT OF SERVICE	ACTION TAKEN / RESOLVED	DATE CLOSED

SERVICE & MAINTENANCE RECORD

Log every professional service visit, repair, and preventive maintenance. Attach or file the written service report with this log.

DATE	UNIT #	SERVICE TYPE	WORK PERFORMED	PERFORMED BY	NEXT SERVICE DUE

Need this handled professionally?

We provide scheduled preventive maintenance for communities, commercial facilities, and healthcare settings throughout Tampa Bay — including internal cleaning, drive system and wiring inspection, cable and hardware safety checks, calibration, and full operational testing. Every visit produces a written service report for your records.

PHONE

(727) 512-5120

EMAIL

service@theequipmentfixer.com

WEB

theequipmentfixer.com