Equipment maintenance log

01 Machine details

Machine name and tag

Location

Make and model

Serial number

In service since

Meter (hours, miles or cycles), if any

Manual kept at

Main service intervals, from the manual

Vendor or contractor to call

02 Log

DATE	TYPE	WORK DONE AND FOUND	BY	PARTS	HOURS	METER	NEXT DUE	WO NUMBER

Type: PM for preventive, R for repair, I for inspection, C for a contractor's visit.