

Pool Maintenance Checklist Template - Hospitality

 Show only Checklist

Display Style
Default 

Daily Checks

Routine tasks to be completed every day.

Pool Opening Time

Enter time...

Free Chlorine Level (ppm)

Enter a number...



pH Level

Enter a number...

Alkalinity Level

Enter a number...

Skimmer Basket Condition

- Empty
- Partially Full
- Full

Filter Pressure

- Normal
- High
- Low

Any Issues Observed

Write something...

Weekly Inspections

More detailed checks performed once a week.

Free Chlorine Level (ppm)

pH Level

Alkalinity Level

Calcium Hardness Level (ppm)

Filter Pressure (PSI)

- Normal
- High
- Low

Notes on Filter Operation

Write something...

Skimmer Baskets Condition

- Clean
- Partially Full
- Full

Date of Last Backwash

Enter date...

Any Unusual Observations?

Write something...

Monthly Maintenance

Tasks requiring more time and potentially specialized equipment.

Filter Pressure (PSI)

Enter a number...


Water Level (Inches)

Backwash Date

Notes on Backwash Procedure/Observations

Heater Servicing Hours

Service Records - Heater

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Pool Tile Grout Condition

- Excellent
- Good
- Fair
- Poor

Salt Level (if applicable)

Enter a number...

Seasonal Adjustments

Modifications needed based on weather and usage patterns.

Date of Seasonal Adjustment

Enter date...

Average Daily Temperature (Fahrenheit/Celsius)

Enter a number...

Target Water Temperature (Fahrenheit/Celsius)

Enter a number...

Pool Cover Usage

- Always
- Sometimes
- Never

Adjustments Made (Select all that apply)

- Heater Settings
- Filter Speed
- Chemical Dosage
- Bypass Valve Adjustment
- Other (Specify in long text)

Details of Other Adjustments (if applicable)

Write something...

Chemical Balance

Detailed checks and adjustments for water chemistry.

pH Level

Enter a number...

Alkalinity Level

Enter a number...

Calcium Hardness

Enter a number...

Free Chlorine Level

Enter a number...

Cyanuric Acid (Stabilizer)

Enter a number...

Water Clarity

- Clear
- Slightly Cloudy
- Cloudy
- Turbid

Chemical Adjustment Notes

Write something...

Date of Chemical Adjustment

Enter date...

Equipment Inspection

Examination of pumps, filters, heaters, and other mechanical components.

Pump Flow Rate (GPM)

Enter a number...

Filter Pressure (PSI)

Enter a number...

Heater Temperature (Fahrenheit/Celsius)

Enter a number...

Pump Condition

- Excellent
- Good
- Fair
- Poor

Filter Condition

- Excellent
- Good
- Fair
- Poor

Notes on Equipment Condition

Write something...

Last Filter Backwash Date

Enter date...

Attach Photo of Equipment (Optional)

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Safety & Cleanliness

Focus on pool deck, surrounding areas, and signage.

Deck Temperature (Fahrenheit)

Enter a number...

Deck Surface Condition

- Clean
- Slightly Dirty
- Dirty
- Wet
- Needs Cleaning

Comments on Deck Condition (e.g., cracks, debris)

Write something...

Pool Surroundings Cleanliness

- Clean
- Slightly Dirty
- Dirty

Photo of Pool Area

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Safety Signage Present & Visible?

Yes

No

Specific Safety Concerns Noted

Write something...

Record Keeping

Log of all actions, readings, and adjustments made.

Date of Record

Enter date...

Time of Record

Enter time...

pH Level (Initial)

Enter a number...

Alkalinity (Initial)

Enter a number...

Calcium Hardness (Initial)

Enter a number...

Free Chlorine (Initial)

Enter a number...

Detailed Notes / Observations

Write something...

Actions Taken

- None
- Chemical Adjustment
- Equipment Repair
- Other

Supporting Documentation (e.g., chemical receipts)

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Technician Signature