

Air compressor quarterly maintenance checklist

A quarterly air compressor round is short on purpose: it catches the wear items that fail between annual services. This checklist is sized for a tech with a phone. Every item says what to look at and the photo that proves the round happened. Work is commonly verified against manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The mechanical or maintenance tech on the quarterly round. When: Every quarter, heavier on a hard-run unit — the tank drain and the belt are where wear shows first.

Drive and intake

- ☐ **Belt tension and drive guard in place**
Belt deflection checked by hand against the manufacturer's range, no glazing or cracking on the belt faces, guard bolted over the belt and flywheel before the unit is left running. 2 photos required
- ☐ **Intake filter checked and cleaned**
Element pulled and inspected for dust loading, housing seated with no unfiltered gap drawing shop dust straight into the pump. 1 photo required

Oil and leaks

- ☐ **Oil level read at the sight glass**
Level within the marked range with the unit stopped and level, oil clear rather than milky or dark. 1 photo required
- ☐ **Pump and fittings checked for oil and air leaks**
No oil weeping at the base or head, no audible air leak at the tank fittings, unloader or discharge line while pressurized. 1 photo required

Tank and cycle

- ☐ **Receiver tank drained of condensate**
Manual drain opened at the tank bottom until it blows clear, automatic drain confirmed cycling where fitted, standing water noted since it points to a passing or blocked drain. 2 photos required
- ☐ **Compressor loads and builds to cutout**
Unit loads, builds pressure and cuts out at the switch setting without laboring or short-cycling, then holds pressure with the motor off. 1 photo required