

Commercial laundry equipment annual maintenance checklist

The annual laundry equipment service is the deep pass: the measurements, cleanings and tests a quarterly round doesn't reach. This checklist keeps the full service on record with the photos that make it defensible later. Work is commonly verified against manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The laundry-equipment service tech on the annual service visit. When: Once a year, with panels off to reach the belts, bearings and the parts of the exhaust the quarterly round can't.

Drive and bearings

- ☐ **Belts, pulleys and bearings inspected**
Belts free of glazing and cracks, tension correct, drum and motor bearings quiet with no play or heat. 2 photos required
- ☐ **Drum, seals and suspension checked**
Drum turning true, shock absorbers or suspension springs intact, door and drum seals not leaking or shredding. 1 photo required

Heat source

- ☐ **Gas or steam heat serviced where fitted**
Gas burner clean with a steady flame and no sooting, or steam coil, trap and valve holding and heating, per the instructions. 2 photos required

Exhaust and connections

- ☐ **Full exhaust run and termination cleaned**
Concealed duct, any shared manifold and the rooftop or wall cap cleared end to end, back-draft flap free — lint here is a fire hazard. 2 photos required
- ☐ **Water, drain and electrical connections gone over**
Hoses and valves resealed as needed, drain clear, terminals and cord tight with no scorching at the block. 1 photo required