

Community: \_\_\_\_\_

Date: \_\_\_\_\_ Time In: \_\_\_\_\_ Time out: \_\_\_\_\_

Tech: \_\_\_\_\_ Gate: \_\_\_\_\_ Notified: \_\_\_\_\_



**Slide Gate Preventative Maintenance Contract (PMC) Checklist**

Maintenance Item	Checklist (use separate list for each gate)	Maintenance Notes
Current Sensor	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Adjust to most sensitive setting for operation (consider wind load)
Clutch	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Adjust to most sensitive setting for operation (consider wind load)
Battery Backup	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Inspect and test (turn off power to ensure gates open)
Operator Mount	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Check frame for excessive rust and that anchors are tight and secure
Limit Settings	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Check gate open and close alignment (should not hit physical stops)
Set Screws	<input type="checkbox"/> Okay <input type="checkbox"/> Tightened <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Check and tighten all set screws
Belts	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Inspect and replace as necessary
Gearbox Oil	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Check oil level and for leaks (add oil as necessary)
Driveline & Chains	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Inspect for gearbox play, keyways, welds, and chain wear.
House Keeping	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Vacuum out operator and dress in loose wiring and devices
Operator Cover	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Inspect for cracks and missing kludge cover
A/R Loop System	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	5 Min. hold open test and inspect for exposed wires
Exit Loop System	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	5 Min. hold open test and inspect for exposed wires
Sprocket & Idlers	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check
Gate Chain	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check for alignment, tension, and lubricate
Radio Receiver	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical check and receiver range check
Sensing Edge	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check
Photo Beam	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check
Guest Entry System	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Clean face, test entry code and call at least one resident
Card Reader	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check
Keypad	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check
Fire Switch	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and wiring check
Maglock	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check
Roller Assembly	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical inspection for damage and proper rotation
Wheels	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Inspect "v" groove wear and jack up gate to check bearing wear
Gate Track	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Check anchors, welds, and general condition (is it secure?)
Catch Receiver	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check (check for gate alignment and limits)
Gate	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Physical and operational check (check for damage and alignment)
Related Fencing	<input type="checkbox"/> Okay <input type="checkbox"/> Adjusted <input type="checkbox"/> Repaired <input type="checkbox"/> Replaced	Check for physical damage and general entry appearance

**Remember to look at the entire gate and entry system as if it is your own community and take pride of ownership**

Parts Used:			
Location	Quantity	Part Number	Description

Estimate Required: <i>(take pictures for review at the office)</i>			
Location	Quantity	Part Number	Description