

# PREVENTATIVE MAINTENANCE CHECKLIST – TURNSTILES



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Crompton Way,  
Crawley,  
West Sussex  
RH10 9QZ

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Customer .....
Site Address .....
.....
.....
.....
..... Postcode .....

No .....
Invoice Address .....
.....
.....
.....
..... Postcode .....

Checklist	Work Carried Out	Action Required
1 Check power failure operation		
2 Check locking pawl adjustment in all 3 / 4 positions		
3 Check anti-return pawl adjustment		
4 Check adjustment on hydraulic damper		
5 Check pivot points on top plate		
6 Check solenoid operation		
7 Check protective finish and clean if necessary		
8 Check limit switch adjustment		
9 Check wear on damping cam bearings		
10 Check / tighten foundation fixings		
11 Check / tighten link between turnstile shaft and head mechanism		
12 Clear head mechanism of any debris / dirt		
13 Lubricate lower rotor bearing		
13 Spares order required?		
14 Check / update maintenance logbook.		
15 Report any defects, damage, or unsafe practices		
16 Additional work required? (Use separate report sheet)		
17 Check ancillary equipment		

Engineer's comments

Date Completed .....

Engineer's Name .....

Signed .....

Signed .....

Name (block letters) .....