

Preventive Maintenance Log Sheet for Machinery Assets

Machine Name: _____
Asset ID/Number: _____
Location: _____
Department: _____
Make/Model: _____
Serial Number: _____

Date	Maintenance Type	Maintenance Performed	Parts Replaced/Used	Technician	Remarks/Findings	Next Due Date
_____	Routine / Inspection / Lubrication	_____	_____	_____	_____	_____
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Important Notes

- Ensure all sections are completed accurately after each maintenance session.
- Retain this log as an official record for audits and compliance purposes.
- Schedule future maintenance dates according to manufacturer guidelines.
- Review and update the log regularly to maintain machinery reliability and safety.
- Report major issues immediately to the maintenance supervisor or relevant authority.