**Washing Machine Maintenance Checklist**

### **1. Header Section**

* **Company/Household Name**: [Insert Name]
* **Date of Inspection**: [Insert Date]
* **Inspector/Technician Name**: [Insert Name]
* **Machine Model/Serial Number**: [Insert Model/Serial Number]
* **Location**: [Insert Location]

### **2. Visual Inspection**

| **Checklist Item** | **Status (Yes/No/NA)** | **Notes/Comments** |
| --- | --- | --- |
| Exterior Cleanliness (Body, Control Panel) | [ ] Yes [ ] No [ ] NA | [Notes] |
| Door/Lid Condition (Seals, Hinges, Gaskets) | [ ] Yes [ ] No [ ] NA | [Notes] |
| Signs of Leakage | [ ] Yes [ ] No [ ] NA | [Notes] |
| Water Inlet and Outlet Hoses | [ ] Yes [ ] No [ ] NA | [Notes] |
| Control Buttons/Display Panel | [ ] Yes [ ] No [ ] NA | [Notes] |

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### **3. Mechanical & Electrical Components Check**

| **Checklist Item** | **Status (Yes/No/NA)** | **Notes/Comments** |
| --- | --- | --- |
| Drum and Agitator Condition | [ ] Yes [ ] No [ ] NA | [Notes] |
| Drive Belt and Motor | [ ] Yes [ ] No [ ] NA | [Notes] |
| Drain Pump Functionality | [ ] Yes [ ] No [ ] NA | [Notes] |
| Spin Cycle Operation | [ ] Yes [ ] No [ ] NA | [Notes] |
| Power Cord Condition | [ ] Yes [ ] No [ ] NA | [Notes] |

### **4. Cleaning and Maintenance**

| **Checklist Item** | **Status (Yes/No/NA)** | **Notes/Comments** |
| --- | --- | --- |
| Cleaning the Drum (Limescale, Dirt) | [ ] Yes [ ] No [ ] NA | [Notes] |
| Cleaning the Lint Filter | [ ] Yes [ ] No [ ] NA | [Notes] |
| Cleaning the Detergent Drawer | [ ] Yes [ ] No [ ] NA | [Notes] |
| Descaling (Anti-limescale Treatment) | [ ] Yes [ ] No [ ] NA | [Notes] |
| Removal of Foreign Objects | [ ] Yes [ ] No [ ] NA | [Notes] |

### **5. Final Assessment**

* **Machine Status**: [ ] Good [ ] Requires Repair [ ] Critical Issue
* **Inspector’s Signature**: [Insert Name/Signature]