



PREVENTATIVE MAINTENANCE CHECKLIST

Procedure	Monthly	Every 3 Months	Every 6 Months
Inspect general conditions of the cooling tower and clarity of sump water.	X		
Check the water level in the cold water basin and adjust if needed.	X		
Check the float ball and make-up valve for proper operation.	X		
Check the line voltage, motor amperage, and water pressure.	X		
Clean Sump Strainers, if installed.	X		
Lubricate Motor Bearing, (if motor has fitting for greasing. Most motors require no external greasing). Use proper lubricants. Increase frequently, as necessary depending on the conditions of service.		X	
Check for obstructed water flow through nozzle orifices. Clean and flush spray nozzles, as required.		X	
Check ALL bolts at fan assemblies. Retighten to specified torque. Inspect fan/motor assembly.		X	
Meet with water treatment company who is regularly monitoring tower chemical treatment to review records and future treatment recommendations.		X	
Clean and flush cold water sump.			X