

Maintenance report

Glazing brand & model	
Location	
Executor	
Date	

Task	Done?
Check upper profile & tighten fasteners	
Check lower profile & tighten fasteners	
Adjust glass gaps	

Task	Done?	Parts/ Seals used (amount)
Check upper hinges & tighten fasteners		
Check upper rail guides & tighten fasteners		
Check lower hinges & tighten fastener		
Check lower rail guides & tighten fasteners		
Check follower & tighten fasteners		
Check upper latch & tighten fasteners		
Check upper start hinge & tighten fasteners		
Check lower start hinge & tighten fasteners		
Check lower profile seal		
Check edge seals		
Check h-seals		
Check wall lock		
Lubricate the system (Silicon spray upper- and lower rails)		

Comments from executor	
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Final review with customer	
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