

### Daily

- Check all chemical tanks for levels and colour (SuperSat)
- Hang all bay and vacuum hoses and check for damaged hoses
- Check level of Alkaline (powder) in SuperSat drum – *if applicable*
- Check correct operation of SuperSat unit – *if applicable*
- Clean car wash bays (hose down)
- Clean site (hako push sweeper)
- Clean all bay hoses, guns and foam brush handles
- Check foam brush heads are tight on handle
- Visually check chemical levels in all drums
- Check operation of all in bay equipment. E.g. hoses, swivels, brushes
- Pick up all rubbish on site
- Clean bins (DON'T let them overflow)

### Weekly

- Clean vacuum waste bags and filter bags
- Empty notes from Change Machine and top up hoppers if necessary
- Drain compressor
- Check hot water temperature
- Check TDS of spot free
- Check salt level in Water Softener brine tank
- Check time and day on carbon filter
- Check fragrance liquid levels and fill as required – *if applicable*
- Check shampoo liquid level – *if applicable*
- Check vending machines and fill as required
- Clean all stainless steel equipment in plant room (WD-40)
- Clean vacuums (outside) and hose
- Check vacuum nozzles for wear
- Clean bay walls

### Monthly

- Check oil level in pumps
- Wash vacuum filter bags (rotate with spares)
- Titration of chemicals
- Do a stock order E.g. chemicals, vending, spare parts
- Check water hardness



3 Monthly

- Clean all chemical tanks (siphon and drain)
- Clean all strainers in product tanks
- Clean all strainers in Hydrominders (main water)
- Change 5 micron filter
- Check sludge levels in pits

6 Monthly

- Change oil in CAT/Hydro pumps (*Contact service agent*)
- Check vacuum brushes for wear (*Contact service agent*)
- Check tension of CAT/Hydro belts