

Pool Maintenance Checklist: Home Pool and Spa

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Pool and service date	
SERVICE DATE	PROPERTY ADDRESS
POOL OR SPA TYPE	SANITIZER
VOLUME (GALLONS)	FILTER TYPE
PUMP BRAND AND MODEL	
FILTER BRAND AND MODEL	
LAST FILTER CLEAN OR BACKWASH	LAST PROFESSIONAL SERVICE
CLEAN STARTING PRESSURE (PSI)	CURRENT FILTER PRESSURE (PSI)
SERVICED BY	

Water test log	
TEST TIME	TEST METHOD
WATER TESTED	FREE CHLORINE (PPM)
TOTAL CHLORINE (PPM)	BROMINE (PPM)
PH	CYANURIC ACID (PPM)
TOTAL ALKALINITY (PPM)	WATER TEMPERATURE (??F)

Water test and chemical handling				
Item	Done	Skip	N/A	Notes
Disinfectant and pH tested this visit	☐	☐	☐	
Readings written in the water log	☐	☐	☐	
Readings compared with CDC targets	☐	☐	☐	
Adjustments made only per the product label	☐	☐	☐	
PPE used, chemical added to water	☐	☐	☐	
No cyanuric acid used in a hot tub	☐	☐	☐	

Filter and pressure

Item	Done	Skip	N/A	Notes
Pump off, air relief open, pressure at 0 before opening	☐	☐	☐	_____
Clean start and current pressure recorded	☐	☐	☐	_____
Filter cleaned or backwashed if due	☐	☐	☐	_____
DE recharged after backwash	☐	☐	☐	_____
Pressure gauge reads 0 off and pressure on	☐	☐	☐	_____
Lid, clamp, and O-ring seated	☐	☐	☐	_____
Restarted with air relief open until steady water	☐	☐	☐	_____

Pump, strainer, and skimmer

Item	Done	Skip	N/A	Notes
Power off before opening the strainer	☐	☐	☐	_____
Pump strainer basket emptied	☐	☐	☐	_____
Skimmer basket emptied	☐	☐	☐	_____
Strainer refilled and cover sealed	☐	☐	☐	_____
Motor clean, air vents open	☐	☐	☐	_____
Water level high enough for the skimmer	☐	☐	☐	_____
Pump primed, valves open, no dry run	☐	☐	☐	_____
GFCI protecting the pump tested	☐	☐	☐	_____

Cleaner, vacuum, and debris

Item	Done	Skip	N/A	Notes
Surface skimmed, walls brushed, or floor vacuumed	☐	☐	☐	_____
Automatic cleaner bag or canister emptied	☐	☐	☐	_____
Cleaner hose, bag, and wall fitting inspected	☐	☐	☐	_____
Cleaner removed before adding chemicals	☐	☐	☐	_____
Cleaner not used with a damaged drain cover	☐	☐	☐	_____
Nets, poles, and deck gear stored clear of the water	☐	☐	☐	_____

Covers

Item	Done	Skip	N/A	Notes
Cover on when the pool is not in use	☐	☐	☐	_____
Cover intact and in working order	☐	☐	☐	_____

Safety cover vs solar blanket identified	☐	☐	☐	_____
Power-cover control kept out of child reach	☐	☐	☐	_____
Standing water removed from a solid cover	☐	☐	☐	_____

Barriers, drains, and chemical storage

Item	Done	Skip	N/A	Notes
Isolation fence at least 4 feet, four sides preferred	☐	☐	☐	_____
Gates self-close, self-latch, and open out	☐	☐	☐	_____
Door or pool alarms if the house is a barrier side	☐	☐	☐	_____
Drain covers intact and anti-entrapment type	☐	☐	☐	_____
Life ring, float, or reaching pole at hand	☐	☐	☐	_____
Chemicals locked in original labeled containers	☐	☐	☐	_____
Acid stored away from chlorine, liquids low	☐	☐	☐	_____
Storage kept dry, no ignition sources	☐	☐	☐	_____

Seasonal close and open

Item	Done	Skip	N/A	Notes
Close: water lowered below inlets or skimmer	☐	☐	☐	_____
Close: pump, filter, and heater drained	☐	☐	☐	_____
Close: no compressed-air purge	☐	☐	☐	_____
Close: winter cover fitted and secured	☐	☐	☐	_____
Close: leftover chemicals stored or disposed	☐	☐	☐	_____
Open: equipment inspected, strainer filled, water tested	☐	☐	☐	_____
Year-round climate: freeze lines marked N/A	☐	☐	☐	_____

Service log and sign-off

SERVICE NOTES

CHEMICALS ADDED

FILTER ACTION

NEXT WATER TEST DUE

NEXT FILTER CHECK DUE

SERVICE RESULT

TIME SIGNED

NEXT PROFESSIONAL SERVICE DUE

SIGNATURE

Reference only. Verify against local codes, a licensed inspector or a qualified contractor.