

Inspection & Maintenance Schedule

for Large Equipment

DAILY

Reformer

Carriage Stopper	Ensure that carriage stoppers are fully inserted into the rails before each use.
Fixed & Floating Rollers	Clean all Rollers with a soft damp cloth.
Rails	Wipe rails with a soft, damp cloth.
Retractable Rope System (if applicable)	Inspect retractable rope system of Max™ Series Reformers to confirm ropes are engaged in cleat and rope guide clip.
Shoulder Rests	Ensure removable shoulder rests are fully seated on carriage.

All Equipment

Upholstery	Clean all upholstery after each use using warm water with mild soap and clear water rinses for day-to-day cleaning. Ensure soap does not leave an oily residue, or make surfaces slippery. Ensure cleaner does not leave an oily residue, or make surfaces slippery. CAUTION: We do not recommend using chemical-based products. NOTE: Do not store any accessories on the vinyl when not in use.
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WEEKLY

Reformer

Feet	Ensure feet are securely attached and have the flat side facing towards the floor.
Fixed & Floating Rollers	Inspect for excessive wear and replace as needed. Sit on the carriage and test rollers, listening for any thumping or grinding – the ride should be quiet and whisper-smooth.
Footbar & Swing Arm Support	Ensure footbar and chrome adjuster bar are securely fastened.
Hardware	Ensure that all nuts, bolts and screws are securely fastened.
Pulley Bars	Ensure pulley bars are secure.
Springs	Inspect all springs for wear and damage and replace immediately as needed.
Vertical Frame	Check that bolts on vertical frame receptacles are securely fastened. Inspect travelling pulleys to ensure the threaded bolts of the pulley blocks are secure. Test to confirm that the plunger button is locking securely into the vertical frame. Check springs for wear or damage and replace immediately as required.
Vertical Stand (if applicable)	Ensure stand is secure and floating safety tabs move freely.

Stability Chair™

Springs	Check for wear and damage and replace immediately as required.
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Cadillac, Wall Unit, Spring Wall™, Vertical Frame

Springs	Check for wear and damage and replace immediately as needed.
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Inspection & Maintenance Schedule

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MONTHLY

Reformer

Pop-up Pins	Check that pop-up pins reset completely and replace if necessary.
Ropes	Check rope wear and replace as necessary.
Spring Bolts/Spring Balls	Check that spring bolts and spring balls are securely fastened.
Spring Clips	Check all spring clips to ensure proper fastening.
Star Knobs	Check wear on star knobs and replace as necessary.
Straps	Check strap wear and replace as necessary.

Stability Chair

Hardware	Ensure all nuts, bolts and screws are securely fastened.
Pop-up Pins	Check that pop-up pins reset completely and replace if necessary.
Star Knobs	Check that stud knobs can be fully tighten into handles and replace if necessary.

Cadillac, Wall Unit, Spring Wall™, Vertical Frame

Cadillac Bed	Confirm bed is level and at correct height to perform exercises.
Eyehooks	Ensure all eyehooks are securely fastened.
Hardware	Ensure all nuts, bolts and screws are securely fastened.
Push-Thru Bar	Confirm all push-thru bar bolts and nuts are securely fastened.
Spring Clips	Check all spring clips to ensure proper fastening.
Star Knobs	Check wear and replaced as needed.

YEARLY

Reformer

Spring Clips	Replace all spring clips.
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Cadillac, Wall Unit, Spring Wall

Spring Clips	Replace all spring clips
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EVERY TWO YEARS

Reformer

Springs	Replace all Reformer springs, including vertical frame springs (if applicable).
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Stability Chair™

Springs	Replace all springs.
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Cadillac, Wall Unit, Spring Wall™, Vertical Frame

Springs	Replace all springs.
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Inspection & Maintenance Schedule

for Large Equipment

DAILY

Month:

Year:

DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
1		8		15		22		29	
2		9		16		23		30	
3		10		17		24		31	
4		11		18		25			
5		12		19		26			
6		13		20		27			
7		14		21		28			

- Daily:** Reformer
- Carriage Stopper
 - Rails
 - Fixed & Floating Rollers
 - Retractable Rope System (if applicable)
 - Shoulder Rests
 - Upholstery

Month:

Year:

DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
1		8		15		22		29	
2		9		16		23		30	
3		10		17		24		31	
4		11		18		25			
5		12		19		26			
6		13		20		27			
7		14		21		28			

- Daily:** All Equipment
- Upholstery

Month:

Year:

DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS	DATE	INITIALS
1		8		15		22		29	
2		9		16		23		30	
3		10		17		24		31	
4		11		18		25			
5		12		19		26			
6		13		20		27			
7		14		21		28			

- Weekly:** Reformer
- Hardware
 - Feet
 - Footbar & Swing Arm Support
 - Pulley bars
 - Fixed & Floating Rollers
 - Springs
 - Vertical Frame

WEEKLY

Month:

Month:

Month:

WEEK	DATE	INITIALS
1		
2		
3		
4		

WEEK	DATE	INITIALS
1		
2		
3		
4		

WEEK	DATE	INITIALS
1		
2		
3		
4		

- Weekly:** All Equipment
- Springs on Cadillac, Wall Unit, Spring Wall & Stability Chair

Inspection & Maintenance Schedule

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MONTHLY

Year:

MONTH	DATE	INITIALS	MONTH	DATE	INITIALS
Jan			July		
Feb			Aug		
Mar			Sept		
Apr			Oct		
May			Nov		
June			Dec		

Monthly: Reformer

- Ropes
- Spring Bolts, Spring Balls
- Spring Clips
- Star Knobs
- Straps

Year:

MONTH	DATE	INITIALS	MONTH	DATE	INITIALS
Jan			July		
Feb			Aug		
Mar			Sept		
Apr			Oct		
May			Nov		
June			Dec		

Monthly:

- Stability Chair
- Hardware
 - Pop-Up Pins
 - Star Knobs

Monthly:

- Cadillac, Wall Unit, Spring Wall
- Cadillac Bed
 - Eyehooks
 - Hardware
 - Push-Thru Bar
 - Spring Clips
 - Star Knobs

YEARLY

YEAR	ACTION	DATE	INITIALS
	Replace Spring Clips		

YEAR	ACTION	DATE	INITIALS
	Replace Spring Clips		

Yearly:

- All Equipment
- Spring Clips

EVERY TWO YEARS

YEAR	ACTION	DATE	INITIALS
	Replace Reformer /Vertical Frame Springs		
	Replace Cadillac/Wall Unit/Spring Wall Springs		
	Replace Chair Springs		

Every Two Years:

- All Equipment
- Springs