


VENDING MACHINE

Maintenance Checklist

www.vendingmachineph.com



DAILY	WEEKLY	MONTHLY	QUARTERLY
<input type="checkbox"/> Clean product window <input type="checkbox"/> Clean keypad buttons <input type="checkbox"/> Clean delivery bin <input type="checkbox"/> Wipe product spirals <input type="checkbox"/> Check expiry dates	<input type="checkbox"/> Clean condenser coil (if chilled) <input type="checkbox"/> Dust coin mech & bill acceptor <input type="checkbox"/> Vacuum around motors and spirals <input type="checkbox"/> Test coin and bill acceptors <input type="checkbox"/> Check spiral tension <input type="checkbox"/> Test drop sensor	<input type="checkbox"/> Deep clean coin mech & bill acceptor (no liquids) <input type="checkbox"/> Clean cooling fan grill <input type="checkbox"/> Check wiring connections <input type="checkbox"/> Inspect lock mechanism <input type="checkbox"/> Calibrate drop sensor	<input type="checkbox"/> Rotate motor positions (best-sellers wear out first) <input type="checkbox"/> Replace worn motors & spirals <input type="checkbox"/> Vacuum entire interior <input type="checkbox"/> Inspect for loose screws & rust <input type="checkbox"/> Replace bill acceptor belts (if applicable) <input type="checkbox"/> Check and spray door gasket (if chilled)

PARTS LIFESPAN		 NORMAL LIFESPAN
Part	Replace When	Normal Lifespan
<input type="checkbox"/> Motor	Weak, noisy, grinding	4-6 years (busiest spirals)
<input type="checkbox"/> Spirals	Bent, double-loading items	5-10 years
<input type="checkbox"/> Bill Acceptor	Eats or jams bills	4-6 years
<input type="checkbox"/> Coin Mech	Frequent jams, pays wrong	5-8 years
<input type="checkbox"/> Refrigeration	Drinks not cold, coil dirty	8-12 years

 **PRO TIP:** Replace motors, belts, and other parts **BEFORE** they fail. It's far cheaper than losing trust with 5-10 refunds per day.

NOTES:
