WEEKLY MAINTENANCE CHECK LIST

GORLIN
POOLS AND SPAS

Description

SAFETY INSPECTION – Complete the Safety Inspection Form if Any Infractions are Seen

- [ ] **1. Adjust the water to the proper level**
- [ ] **2. DO NOT leave water filling unless you physically talk to a member of the house.**
- [ ] **3. Test for the complete chemical water balancing. Add chemicals and record the dosages applied to the service order**
- [ ] **4. Empty all baskets (skimmer & pumps). Use garbage bag for debris**
- [ ] **5. Net debris off the top of the water**
- [ ] **6. Brush the tile line, steps and all other necessary areas**
- [ ] **7. Vacuum the entire pool / spa**
- [ ] **8. Confirm the auto vac for proper operation and clean the bowl, screen, vac head**
- [ ] **9. Recheck plumbing valve positions before leaving**
- [ ] **10. Recheck the automation system settings including: reset back into the necessary mode**
- [ ] **11. Recheck the time clock for proper operation**
- [ ] **12. Recheck the chlorinator for proper operation and leave the setting in the appropriate position**
- [ ] **13. Recheck the ozonator for proper operation and leave it on**
- [ ] **14. Recheck the heater for proper operation**
- [ ] **15. Recheck the lights and GFCI for proper operation**
- [ ] **16. Recheck the blower for proper operation**
- [ ] **17. The chemical bin & equipment area must be neat and clean. Remove all empty containers.**
- [ ] **18. Update the service order with: quantities, item #'s, descriptions, changes, tax, totals, plus notes to the customer and the office**
- [ ] **19. Text before and after photos plus completed service order to every customer**

STANDARDS & ACCOUNTABILITY FOR RESULTS

- [ ] **1. If any item above is not "OK" take photos, call the office from the job site and document all issues on the service order**
- [ ] **2. Every backyard is SAFE**
- [ ] **3. Every backyard is Cleaner and better organized after you leave**
- [ ] **4. You exercise excessive attention to water testing and water chemistry**
- [ ] **5. Your customer will "RAVE" about you and your enthusiastic service**

CUSTOMER: _____   **DATE: ____/_____/_____**

CHLORINE AND SHOCK RECIPE

SHOCK

Shock II/Oxy - Smart Stick, Claritec Or Alternative Sanitizer More Chlor - No Alternative Sanitizer

	March / April / May	June / July / August	September / October / November
Up to 25,000 gallons	1 pound per week	2 pounds per week	1 pound per week
Above 25,000 gallons	2 pounds per week	3 pounds per week	2 pounds per week

Additional exceptions to the rule:

Rain during the previous 6 days – add an additional 1 pound to the above recipe

Large parties during the previous 6 days – add an additional 1 pound to the above recipe

When the main drain cover is not crystal clear – add an additional 1 pound to the above recipe

Example:

July Above 25,000 gallons = 3   **Rain 4 days ago = 1**   **Large party last week end = 1**

Main drain cover is slightly cloudy = 1   **TOTAL SHOCK THIS WEEK = 5 POUNDS**

CHLORINE

No Smart Stick, Claritec Or Alternative Sanitizer: Fac = 1 – 3 PPM
With A Smart Stick, Claritec Or Alternative Sanitizer: Fac = .5 – 1 PPM

Accurate water testing is your guide.

At the start-up, the rule of thumb is 1 table will treat 5,000 gallons of water for 7 days. The sun is not strong yet, no one is using the pool and the water is not being heated.

March / April / May at start-up

25,000 gallons   = 5 tablets

35,000 gallons   = 7 tablets

As the air temperature goes up and the sun is stronger, people begin to heat and use the pool – add ONLY 1 tablet per week if the FAC is BELOW or at 1 PPM

June / July / August

As the sun is the highest in the sky, temperatures are the hottest, and the pool is experiencing heavy bather loads it is possible the pool you started in May with 5 tablets could be up to 10 or more. Let the current test, the readings from the previous week and your knowledge of the chemicals added during the previous week be your guide.

September / October / November

As the sun begins to fall closer to the horizon the temperatures get cooler and the pool no longer experiences heavy bather loads – subtract ONLY 1 tablet per week if the FAC is AT or above 3 PPM.

CUSTOMER: _____   **DATE: ____/_____/_____**