

# Astley Maintenance Service Quick Reference Checklist

	SignCare	Reactive	24 Hour Emergency
Surface clean and dry of all signage	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Identify any structural damage around signage	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Identify any health and safety issues and risks	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Check any electrical cables/supplies are visibly secure	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check all signs are free from corrosion	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Visible check that all vinyl is within quality standards	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check that all signage paintwork is within quality standards	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
All fixing/securing points of fascia where visible inspected and free from damage/corrosion.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check that the signage fascia is free from damage or decay around fixing points	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check fascia is not loose or likely to fall due to adverse weather conditions	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Check fascia is not loose or likely to fall due to damage by third party	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Check fixing/securing points of projecting sign is free from damage	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check fixing/securing points of projecting sign is free from corrosion	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Thorough check that welds are secure and free from damage	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check each sign is free from any movements beyond design parameters	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Check all chained signs (if applicable) for damage/corrosion	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Comprehensive report of maintenance visit	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Annual single visit	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
On demand visit	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Programmed visit	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Replace all faulty LED units	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Pull test	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Repair of malicious damage	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Securing of damaged signage	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>