

LANDSCAPE

Equipment Management Checklist

WHAT A LANDSCAPING EQUIPMENT MAINTENANCE CHECKLIST IS USED FOR

This checklist enables landscaping companies to manage equipment systematically, ensuring machinery is kept in optimal condition, reducing unexpected breakdowns, extending equipment lifespan, and maintaining operational efficiency.



EVERY CHECKLIST SHOULD INCLUDE

PRE-OPERATIONAL INSPECTIONS

A detailed list of checks to perform before using equipment

ROUTINE MAINTENANCE TASKS

Scheduled tasks that are essential to keep equipment running

ANNUAL SERVICING AND OVERHAULS

Professional servicing for major components and systems

DOWNLOAD THE TEMPLATE

Streamline equipment maintenance, reduce downtime, and cut costs associated with repairs and inefficiency with this clear, structured approach. This template is an investment in the reliability and efficiency of your operations, setting a standard for quality and professionalism in your services.

DAILY MAINTENANCE TASKS

PRE-OPERATION CHECKLIST

Technicians should perform these checks at headquarters before heading on their routes. Noticing an issue before starting the day ensures that teams have the equipment they need to work efficiently and safely.

MOWERS

Fuel levels		Air filters	
Oil levels		Nut and bolt connections	
Battery cables		Tire Pressure	

TRIMMERS

Fuel levels	
Trimmer heads	
Air filters	

VEHICLES

Oil levels	
Transmission Fluid	
Lights	
Tires	

TRAILERS

Hitch and connections	
Power cable	
Tire pressure	
Racks and storage containers	

POST-OPERATION CHECKLIST

Noticing issues with equipment at the end of the workday is the first step to preventing broken or faulty equipment from ending up at a job site the next day.

MOWERS

Empty grass clippings	
Remove clippings from deck	
Clean mower	
Check parts	
Add fuel and oil	

TRIMMERS

Remove debris	
Replace trimmer string	
Inspect trimmer head for damage	
Add fuel	

EQUIPMENT CLEANING AND WASHING

Mowers and mower decks	
Mower attachments	
Trimmers	
Edgers	
Chainsaws	
Wood chippers and mulching equipment	
Pruners and shears	
Takes and shovels	

LUBRICATION AND FLUID LEVEL CHECK

MOWERS

Engine oil level	Hydraulic fluid	Lubrication points

TRIMMERS AND EDGERS

Fuel mix	Lubrication

CHAINSAWS

Bar oil	Fuel mix	Engine oil

LEAF BLOWERS

Fuel mix	Oil level	Lubrication points

VEHICLES

Engine oil	Transmission fluid	Coolant	Brake fluid

TRAILERS

Wheel bearings	Hitch mechanisms

HAND TOOLS

Fuel mix

POWER EQUIPMENT

Hydraulic systems	Engine oil	Lubrication points

WEEKLY AND MONTHLY MAINTENANCE TASKS

These maintenance tasks are critical for increasing longevity and improving the performance of your equipment. By putting equipment on a schedule, you can prevent more involved equipment maintenance from overwhelming the existing workload.

OIL CHANGES

Regular oil changes are critical to efficient engine operation and increasing the longevity of your equipment.

Mowers	
Trimmers	
Chainsaws	
Leaf blowers	
Hedge trimmers	
Edgers	
Tillers	
Vehicles and UTVs	
Other equipment	

AIR FILTERS

Air flow is essential to optimal engine performance, by taking the time to check air filters and promptly replace them, technicians can ensure equipment performs the way it needs to.

Push mowers	
Riding mowers	
Trimmers	
Brush cutters	
Chainsaws	
Leaf blowers	
Edgers	
Hedge trimmers	

Tillers	
Power cutters	

CHECK AND SHARPEN BLADES

Sharp blades are critical for getting work done faster on the job site, but they also ensure the clean cuts that are healthier for plants and ensure high-quality service results.

Push mowers	
Riding mowers	
Trimmers	
Brush cutters	
Chainsaws	
Leaf blowers	
Edgers	
Hedge trimmers	
Tillers	
Power cutters	

FASTENERS

Technicians should be trained on the proper amount of torque to use and signs that a bolt or fastener needs to be replaced, such as rust or excessive wear. Pay special attention to equipment that vibrates, which can loosen fasteners over time.

Lawn mowers	
Trimmers and edgers	
Chainsaws	

Leaf blowers	
Tillers	
Aerators	
Sod cutters	
Vehicle hitches	
Wood chippers	
Manual tools	

BELT AND CHAIN INSPECTION

Beyond visual inspections, technicians should check for tension and alignment. Best practices include changing belts and chains as soon as they show signs of wear.

Lawn mowers	
Chainsaws	
Leaf blowers	
Tillers	
Wood chippers	
Edgers	
Hedge trimmers	

FUEL SYSTEMS

Well-maintained fuel systems are essential to maintaining engine efficiency. Technicians should inspect fuel filters, replace them if necessary, and check fuel lines for cracks and leaks.

Lawn mowers	
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Trimmers	
Edgers	
Chainsaws	
Leaf blowers	
Tillers	
Generators	
Wood chippers	
Snow blowers	

HYDRAULIC SYSTEM INSPECTION

Hydraulic systems need adequate fluid levels to operate optimally; technicians should inspect hoses and connections for leaks, test system pressure, and change fluid as recommended by manufacturers.

Skid steer loaders	
Excavators	
Backhoes	
Hydraulic mowers	
Hydraulic pruners and shears	
Log splitters	
Dump trailers	

SPARK PLUG CHECKS AND REPLACEMENT

When performing spark plug checks, clean them regularly to maintain optimal performance and adjust the gaps as needed for peak efficiency before they become worn out.

Lawn mowers	
Trimmers	
Edgers	
Chainsaws	
Leaf blowers	
Hedge trimmers	
Tillers	
Portable generators	
Wood chippers	

BATTERY MAINTENANCE

Technicians should inspect terminals, clean any corrosion, ensure tight connections, and test battery performance.

Mowers	
Trimmers	
Edgers	
Leaf blowers	
Chainsaws	
UTVs	
Portable generators	
Trucks	

SAFETY FEATURES

Part of keeping technicians safe in the field is making sure that the safety features operate properly.

In addition to visual inspections, perform operational tests when possible. Ensure that warning labels are correctly placed and visible.

MOWERS

Safety Guards	
Safety clutch	
Reverse safety features	

HEDGE TRIMMERS

Hand guards	
Dual action safety switch	
Lockout mechanism	

CHAINSaws

Chain brake	
Throttle lockout	
Reverse safety features	

TILLERS AND CULTIVATORS

Debris shields	
Safety clutch	

TIRE PRESSURE AND TREAD INSPECTION

Proper pressure and treads improve vehicle and equipment stability, fuel efficiency, and longevity of tires. Checking tires for wear, embedded objects, and cuts can prevent blowouts at the job site.

Riding lawn mowers	
UTVs	
Trucks	
Trailers	
Wheelbarrows	
Sod cutters	
Aerators	
Walk-behind edgers	
Snow blowers	
Leaf blowers	

TRIMMERS AND EDGERS

Debris shields	
Throttle controls	

WOOD CHIPPERS

Emergency shut-off	
Feed control bars	
Chute safety guards	

LEAF BLOWERS

Nozzle guards	
Safety switches	

SKID-STEER LOADERS

Safety interlocks	
Rollover protection	
Falling object protection	

ANNUAL MAINTENANCE TASKS

In addition to the daily, weekly, and monthly maintenance tasks your technicians perform, annual maintenance tasks are essential to know the condition of your equipment, replace parts before they break, and anticipate equipment decommissioning.

FULL EQUIPMENT INSPECTION

Engine inspection	
Fuel system	
Oil and lubrication	
Air intake system	

Cooling system	
Hydraulic system	
Electrical system	

Belts and chains	
Blades and cutting equipment	
Tires and wheels	

PROFESSIONAL SERVICING AND OVERHAULS

Even with regular maintenance, heavy-use equipment can benefit from inspection and repair by professionals, especially if technicians notice issues with performance or abnormal operation on the job site.

	Mowers	Chainsaws	Blowers	Trimmers	Tillers	Skid-steer loaders
Engine overhaul						
Transmission service						
Deep cleaning						
Diagnostic tests						
Safety system checks						

	Excavators	Wood chippers	UTVs
Engine overhaul			
Transmission service			
Deep cleaning			
Diagnostic tests			
Safety system checks			

INVENTORY AND REPLACEMENT PLANNING

Part of equipment maintenance is planning for the costs associated with part replacement to ensure your teams have what they need to keep equipment running optimally. With regular inventory, technicians can follow through with maintenance tasks, such as replacing blades, filters, and spark plugs.

PARTS INVENTORY

LAWN MOWERS

	Current Stock	Needed	Cost Per Unit	Subtotal
Blades				
Air filters				
Oil filters				
Spark plugs				
Belts				
Tires				
Fuel filters				
Battery				
			Subtotal	

CHAINSAWS

	Current Stock	Needed	Cost Per Unit	Subtotal
Chains				
Bars				
Air filters				
Spark plugs				
Fuel filters				
Bar oil				
			Subtotal	

TRIMMERS AND EDGERS

	Current Stock	Needed	Cost Per Unit	Subtotal
String spools				
Blades				
Air filters				
Spark plugs				
Fuel filters				
			Subtotal	

LEAF BLOWERS

	Current Stock	Needed	Cost Per Unit	Subtotal
Air filters				
Spark plugs				
Fuel filters				
V-belts				
			Subtotal	

HEDGE TRIMMERS

	Current Stock	Needed	Cost Per Unit	Subtotal
Blades				
Air filters				
Spark plugs				
Fuel filters				
			Subtotal	

UTVS

	Current Stock	Needed	Cost Per Unit	Subtotal
Tires				
Air filters				
Oil filters				
Spark plugs				
Belts				
Fuel filters				
Brake pads				
			Subtotal	

WOOD CHIPPERS

	Current Stock	Needed	Cost Per Unit	Subtotal
Blades				
Belts				
Air filters				
Spark plugs				
Fuel filters				
			Subtotal	

TILLERS

	Current Stock	Needed	Cost Per Unit	Subtotal
Tines				
Air filters				
Spark plugs				
Belts				
Fuel filters				
			Subtotal	

GENERAL MAINTENANCE SUPPLIES

In addition to parts, a full stock of maintenance supplies is essential to provide technicians with resources to execute task checklists.

	Current Stock	Needed	Cost Per Unit	Subtotal
Engine oil				
Grease				
Hydraulic oil				
Degreaser				
Coolant				
Fuel stabilizer				
Chain oil				
Fasteners				
Spark plugs				
Fuses				
Fuel filters				
Fuel stabilizer				
Brake pads				
			Subtotal	

ADDITIONAL CONSIDERATIONS

EQUIPMENT SPECIFIC NEEDS

Some equipment may have unique monthly or weekly maintenance requirements when developing maintenance checklists; refer to the manufacturer's manual for specific guidance.

RECORD KEEPING

Maintain a log of all maintenance activities to track equipment performance and plan future maintenance.

SEASONAL ADJUSTMENTS

Adjust these tasks as needed based on seasonal demands and equipment usage patterns.

TRACK SERVICE HOURS

Keeping tabs on service hours is critical to anticipating future equipment decommissions and replacement.

EQUIPMENT MANAGEMENT SOFTWARE

Implementing software with mobile app functionality ensures technicians can track maintenance, submit issue tickets from the field, and stay connected to operations managers in the office.