

Serial Number: \_\_\_\_\_



# Annual Maintenance Checklist

## HEPACART® or DUSTBUGGY® Mobile Containment Cart

Use this list to assist maintenance and care for your mobile containment cart. If there is physical damage or you are in need of replacement parts reach out to your HEPACART customer service representative at 913-789-9590 or [info@hepacart.com](mailto:info@hepacart.com)

### CHECKLIST

1. All (4) four-wheel assemblies checked for
  - 360° Rotation
  - Locking mechanism is functional
2. Cart is level
3. All (4) four pole assemblies checked from top to bottom
  - Enclosure raises and lowers easily
  - Pole clamps functional and in good condition
  - Pole receiver cups not damaged
  - Poles turn easily
4. Enclosure Inspection
  - Enclosure in good condition and free of tears
  - Enclosure firmly attached to frame
  - Curtain corner clamps are installed
5. NAM inspection
  - Pre-Filter replaced
  - HEPA Filter condition: \_\_\_\_\_
6. Cleaning
  - Inside swept and vacuumed
  - Interior disinfected with bleach wipes
  - Interior and Exterior wiped down with Cinch Spray and Lysol
7. Electrical Inspection
  - Variable speed fan is functioning
  - Electrical cord retraction and power

PHYSICAL DAMAGE

REPLACEMENT PARTS	
PART DESCRIPTION	QTY

Inspected By: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature: \_\_\_\_\_