

Pool table maintenance schedule

Tick each task as it is done. Pin this sheet near the counter so every shift knows the routine.

Daily Opening or closing shift	Weekly Quietest day	Monthly Manager or mechanic	Every 9–18 months Per table, by wear
☐ Wipe cloth with a cloth cleaner tool	☐ Vacuum bed with a handheld brushless vacuum	☐ Check level with a machinist's level	☐ Re-cover bed and rails
☐ Wipe rails and rail tops	☐ Never use a beater-bar vacuum	☐ Check cushions for dead spots	☐ Mechanic re-levels the slate
☐ Collect chalk dust from rails and floor	☐ Polish all balls in the ball cleaner	☐ Check pockets and pocket liners	☐ Check rail rubber and bolts
☐ Check pockets for loose items	☐ Clean leather pockets gently	☐ Check room temperature and humidity	☐ Update the re-cloth budget
☐ Count balls and racks, return house cues	☐ Check cue tips and replace if worn	☐ Book the mechanic for any table that is off	☐ Plan the next tables to re-cover
☐ Note any torn cloth or damage below			

Keep cloth lasting longer: no drinks on the rails, keep the room cool and dry all year, use clean balls and low-dust chalk, and keep carpet tile around the tables to protect balls that leave the table.

Maintenance log

Date	Tables	Task / notes	Initials