

Before you take over the lift

Use this sheet alongside the full guide and the project's documents. Record what is confirmed, what remains open and who will resolve it. A tick records your discussion; it is not technical approval or a safety inspection.

Project / equipment: _____

Discussion date: _____

Confirmation	Evidence / owner / next action
☐ Equipment identity matches the permit and service records.	
☐ Current PTO status and expiry have been checked.	
☐ Condition findings and outstanding recommendations have a recorded outcome or next action.	
☐ LEAP ownership transfer has been addressed with the outgoing owner.	
☐ The maintenance arrangement has a provider, start date and next visit.	
☐ Warranty terms, drawings, reports and user instructions have been handed over.	
☐ The household has received model-specific operating and fault-reporting instruction.	

Open items to resolve before proceeding
