

Overview

| System | Log | Description |
|----------------------------|--|---|
| Engine | | |
| | Engine Hours Log | Record motored hours, total engine hours, and engine hours since last recommission. |
| | Engine Service Schedule | Recommended service intervals and upcoming maintenance tasks. |
| | Engine Maintenance Log | Log completed services, replaced parts, failures, and repairs. |
| Maintenance | | |
| | Works Carried Out / Upgrades | Log improvements, repairs, and major maintenance. |
| | Seasonal Commissioning | Checklist for launching and bringing systems back online. |
| | Seasonal Decommissioning | Checklist for shutdown and lay-up procedures. |
| Electrical | | |
| | Electrical Systems Log | Track wiring notes, breakers, loads, and electrical faults. |
| | Battery Health & Usage | Monitor voltage, cycles, age, and performance trends. |
| Tanks | | |
| | Fuel Logs | Record fuel levels and fills for usage trends and planning. |
| | Water Tank Logs | Record water tank levels and fills for usage trends and planning. |
| | Watermaker Log | Record watermaker operation hours, servicing and pickling. |
| Safety | | |
| | Thru-Hull Locations | Map of all seacocks and thru-hulls for safety and emergencies. |
| | Safety Equipment Checklist | Track inspections, expiry dates, and safety gear status. |
| Rigging & Sails | | |
| | Rigging & Shroud Tension Log | Record rig tension settings and adjustments. |
| | Sails & Canvas Tracker | Log condition, repairs, UV damage and service intervals. |
| Inventory | | |
| | Boat Inventory (What's Where) | Searchable list of all items stored around the boat. |
| Navigation | | |
| | Sail Log | Track passages, distances, conditions, and notes. |
| Budgeting | | |
| | Boat Maintenance Budget | Calculate costs of maintaining and looking after your sailboat |

Engine Hours Log

[illegible]

Engine Service Schedule

*Example service items based on our engine. Create your timetable using you engine manual.

| Service Item | Category | Service Frequency | Last Serviced Date | Next Service Date | Description of Work | Notes |
|--|---------------------------|--------------------|--------------------|-------------------|--|-------|
| Check alternator | Electrical / Charging | 10 Hrs / Weekly | | | Inspect alternator housing for cracks, corrosion, and secure mounting. | |
| Check waterpump condition | Cooling System | 10 Hrs / Weekly | | | Inspect for leaks, crust, noises, reduced flow | |
| Check/clean the raw water strainer | Cooling System | 10 Hrs / Weekly | | | Check for debris and gasket condition. Clear as necessary | |
| Check drive belt condition | Belts & Pulleys | 10 Hrs / Weekly | | | Inspect drive belt for wear, fraying, glazing, or cracking. | |
| Check engine and gear box oil levels | Oil & Lubrication | 10 Hrs / Weekly | | | Check engine and gearbox oil dipsticks; top up if needed. | |
| Check coolant level and top up as necessary | Cooling System | 10 Hrs / Weekly | | | Check coolant header tank level; top up with correct coolant mix. | |
| Check alternator belt tension + cracking | Belts & Pulleys | 100 Hrs / Annually | | | Check alternator belt tension; inspect for cracks or glazing. | |
| Check alternator connections and corrosion | Electrical / Charging | 100 Hrs / Annually | | | Inspect alternator terminals for corrosion; clean and tighten connections. | |
| Change primary and secondary fuel filters / water separators | Fuel System | 100 Hrs / Annually | | | Replace primary and secondary fuel filters; bleed system if required. | |
| Check fuel lines | Fuel System | 100 Hrs / Annually | | | Inspect fuel lines for cracks, leaks, and chafe points. | |
| Test high temperature alarm and oil pressure alarm | General Inspection | 100 Hrs / Annually | | | Test high-temperature and oil-pressure alarms to ensure proper function. | |
| Check battery | Electrical / Charging | 100 Hrs / Annually | | | Check battery voltage, terminals, and overall condition. | |
| Check Heat exchanger | Cooling System | 100 Hrs / Annually | | | Inspect heat exchanger for blockages, corrosion, and end-cap deposits. | |
| Replace Impeller | Cooling System | 100 Hrs / Annually | | | Remove raw water pump cover; replace impeller and gasket. | |
| Clean the raw water strainer | Cooling System | 100 Hrs / Annually | | | Remove, clean, and reinstall raw water strainer basket and lid. | |
| Check coolant level and top up as necessary | Cooling System | 100 Hrs / Annually | | | Check coolant level; top up with appropriate coolant mixture. | |
| Check and tighten all hose clamps | General Inspection | 100 Hrs / Annually | | | Inspect and tighten all hose clamps; check for doubles where required. | |
| Check for corrosion, leak or salt crystals | General Inspection | 100 Hrs / Annually | | | Look for corrosion, leaks, or salt crystals around fittings and joints. | |
| Check engine mounts | Engine Mounts & Alignment | 100 Hrs / Annually | | | Inspect engine mounts for wear, compression, or cracking. | |
| Check engine alignment | Engine Mounts & Alignment | 100 Hrs / Annually | | | Check engine alignment for vibration or shaft imbalance. | |
| Check shaft seal | Transmission / Gearbox | 100 Hrs / Annually | | | Inspect shaft seal for leaks, heat, or excessive wear. | |
| Check throttle and gear linkages | Transmission / Gearbox | 100 Hrs / Annually | | | Inspect throttle and gear linkages for smooth movement and correct adjustment. | |
| Inspect engine room insulation for loose panels | General Inspection | 100 Hrs / Annually | | | Check engine room insulation for loose, damaged, or wet panels. | |
| Check gear box oil | Transmission / Gearbox | 100 Hrs / Annually | | | Check gearbox oil level; top up or replace if required. | |
| Change engine oil | Oil & Lubrication | 100 Hrs / Annually | | | Drain engine oil fully and refill with manufacturer-specified grade. | |
| Change oil filter | Oil & Lubrication | 100 Hrs / Annually | | | Remove and replace engine oil filter; check for leaks after restart. | |
| Inspect gear box mounts and oil cooler hoses | Transmission / Gearbox | 100 Hrs / Annually | | | Inspect gearbox mounts and oil cooler hoses for leaks or deterioration. | |
| Check air filter | Air Intake & Filters | 100 Hrs / Annually | | | Check air filter condition; clean or replace if restricted. | |
| Check drive belt | Belts & Pulleys | 100 Hrs / Annually | | | Inspect drive belt for wear and proper seating on pulleys. | |
| Adjust idling speed | General Inspection | 100 Hrs / Annually | | | Adjust idle RPM to manufacturer specifications for smooth operation. | |

Engine Service Schedule

*Example service items based on our engine. Create your timetable using you engine manual.

| Service Item | Category | Service Frequency | Last Serviced Date | Next Service Date | Description of Work | Notes |
|--|------------------------|-------------------------|--------------------|-------------------|---|-------|
| Check starter motor and alternator for corrosion, loose connections etc. | Electrical / Charging | 200 Hrs / Every 2 Years | | | Inspect starter motor and alternator for corrosion or loose electrical connections. | |
| Replace gearbox oil | Transmission / Gearbox | 200 Hrs / Every 2 Years | | | Drain and refill gearbox oil; inspect for metal debris. | |
| Drain and replace coolant | Cooling System | 200 Hrs / Every 2 Years | | | Drain and replace coolant; flush system if needed. | |
| Check all engine connections and external bolts, nets, studs, and plugs | General Inspection | 200 Hrs / Every 2 Years | | | Inspect all engine connections, bolts, nuts, studs, and plugs for tightness. | |
| Check valve clearance | Air Intake & Filters | 200 Hrs / Every 2 Years | | | Check and adjust valve clearance to manufacturer specifications. | |
| Check and service injectors | Fuel System | 200 Hrs / Every 2 Years | | | Inspect and service injectors; test spray pattern and replace washers. | |

Engine Service Schedule

*Example service items based on our engine. Create your timetable using you engine manual.

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Engine Maintenance Log

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Upgrades and Works Carried Out

[illegible]

Seasonal Recommissioning Checklist

| Category | Task | Completed Date | | | Notes |
|------------------|--|----------------|------|------|-------|
| | | 2026 | 2027 | 2028 | |
| Note 📝 | This Seasonal Recommissioning Checklist lists the recurring maintenance tasks recommended for preparing to launch your sailboat after storage. This list is based on our boat which is stored on the hard over winter in the Mediterreanean. You can edit, add, or remove items to match your specific boat, storage, environment and process. | | | | |
| Rigging & Deck | Reinstall sails (main, genoa, staysail) | | | | |
| Rigging & Deck | Run all running rigging (halyards, sheets, reefing lines) | | | | |
| Rigging & Deck | Inspect and remark anchor chain if needed | | | | |
| Rigging & Deck | Light grease: furlers (main/genoa) | | | | |
| Rigging & Deck | Light grease: winches | | | | |
| Rigging & Deck | Test all deck gear (blocks, travellers, clutches) | | | | |
| Rigging & Deck | Install boom fittings (vang, lazy jacks, topping lift) | | | | |
| Rigging & Deck | Install/update instruments or transducers if removed | | | | |
| Rigging & Deck | Check cockpit drains are flowing | | | | |
| Anchor | Verify anchor, swivel, shackle, and safety wire | | | | |
| Anchor | Check windlass operation (up/down) | | | | |
| Engine & Prop... | Open raw-water intake seacock | | | | |
| Engine & Prop... | Check engine oil level | | | | |
| Engine & Prop... | Check gearbox oil level | | | | |
| Engine & Prop... | Check coolant level | | | | |
| Engine & Prop... | Inspect belts visually | | | | |
| Engine & Prop... | Grease Propeller | | | | |
| Engine & Prop... | Run engine | | | | |
| Engine & Prop... | Verify exhaust water flow | | | | |
| Plumbing | Open all required seacocks | | | | |
| Plumbing | Fill freshwater tank(s) | | | | |
| Plumbing | Run freshwater pump; check pressure & leaks | | | | |
| Plumbing | Test heads (flush + inspect lines) | | | | |
| Plumbing | Run shower sump pump | | | | |
| Plumbing | Return Watermaker to Service | | | | |
| Electircal | Turn on DC/AC systems | | | | |

Seasonal Recommissioning Checklist

| Category | Task | Completed Date | | | Notes |
|-----------------|---|----------------|------|------|-------|
| | | 2026 | 2027 | 2028 | |
| Electircal | Check battery voltages | | | | |
| Electircal | Test solar charging (switch ON if isolated) | | | | |
| Electircal | Test alternator charging | | | | |
| Electircal | Test navigation lights | | | | |
| Electircal | Test instruments (depth, speed, wind) | | | | |
| Electircal | Test VHF / AIS | | | | |
| Interior | Reinstall soft goods (cushions, bedding) | | | | |
| Interior | Restock essentials | | | | |
| Interior | Check for mold or damp spots | | | | |
| Interior | Verify lockers & bilges are dry | | | | |
| Hull & Exterior | Check anodes (Prop, shaft, keel fridge etc) | | | | |
| Hull & Exterior | Clean scuppers & deck drains | | | | |
| Hull & Exterior | Prepare tender (inflate, test, install outboard) | | | | |
| Safety | Check throwable devices & lines | | | | |
| Safety | Install cockpit cushions & safety gear | | | | |
| Safety | Check fire extinguisher mounting only (not servicing) | | | | |
| Final Checks | Re-check all seacocks for correct positions | | | | |
| Final Checks | Check bilge pump | | | | |
| Final Checks | Check dock lines & fenders | | | | |
| Final Checks | Confirm boat ready for first sail | | | | |
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Seasonal Recommissioning Checklist

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Seasonal Decommissioning Checklist

| Category | Task | Completed Date | | | Notes |
|---------------------|--|----------------|------|------|-------|
| | | 2026 | 2027 | 2028 | |
| | | 2026 | 2027 | 2028 | |
| Note 📌 | This Seasonal Decommissioning Checklist lists the recurring maintenance tasks recommended for storing your sailboat when not in use. This list is based on our boat which is stored on the hard over winter in the Mediterrenean. You can edit, add, or remove items to match your specific boat, storage, environment and process. | | | | |
| Rigging & Deck | Remove sails (main, genoa, staysail) | | | | |
| Rigging & Deck | Wash & dry sails before storing | | | | |
| Rigging & Deck | Remove running rigging or mouse halyards | | | | |
| Rigging & Deck | Clean & lubricate furlers (main/genoa) | | | | |
| Rigging & Deck | Quick-clean winches | | | | |
| Rigging & Deck | Secure boom, vang, traveller | | | | |
| Rigging & Deck | Remove or secure canvas (bimini/dodger/stack pack) | | | | |
| Anchor | Clean anchor & chain; rinse salt/mud | | | | |
| Anchor | Secure anchor for storage | | | | |
| Anchor | Store snubbers, bridles, hooks | | | | |
| Engine & Propulsion | Complete Due Service Tasks | | | | |
| Engine & Propulsion | Freshwater flush | | | | |
| Engine & Propulsion | Check engine mounts visually | | | | |
| Engine & Propulsion | Change engine oil | | | | |
| Engine & Propulsion | Run engine briefly after oil change | | | | |
| Engine & Propulsion | Remove Impeller | | | | |
| Engine & Propulsion | Fill fuel tank add diesel biocide/stabiliser | | | | |
| Engine & Propulsion | Close raw-water intake | | | | |
| Plumbing | Drain freshwater tanks | | | | |
| Plumbing | Run pump until lines empty | | | | |
| Plumbing | Drain/bypass water heater if winterizing | | | | |
| Plumbing | Pump out holding tank | | | | |

Seasonal Decommissioning Checklist

| Category | Task | Completed Date | | | Notes |
|-----------------|--|----------------|------|------|-------|
| | | 2026 | 2027 | 2028 | |
| Plumbing | Winterize plumbing (cold climates only) | | | | |
| Plumbing | Clean & dry shower sump | | | | |
| Plumbing | Pickle Watermaker | | | | |
| Plumbing | Close seacocks not needed for storage | | | | |
| Electrical | Turn off and disconnect electrical devices | | | | |
| Electrical | Turn off non-essential breakers | | | | |
| Electrical | Disconnect shore power | | | | |
| Electrical | Set solar to winter mode (OFF/isolated if required) | | | | |
| Electrical | Check battery charge level before layup | | | | |
| Electrical | Put batteries into storage (float / disconnect / remove) | | | | |
| Interior | Remove perishables & food | | | | |
| Interior | Clean fridge & freezer; leave doors open | | | | |
| Interior | Dry bilge completely | | | | |
| Interior | Open lockers for airflow | | | | |
| Interior | Apply mold prevention | | | | |
| Interior | Remove damp cushions or bedding | | | | |
| Interior | Install moisture absorbers | | | | |
| Interior | Secure loose items for storage | | | | |
| Hull & Exterior | Wash deck & topsides | | | | |
| Hull & Exterior | Clean cockpit & drains | | | | |
| Hull & Exterior | Store tender | | | | |
| Hull & Exterior | Service & store outboard | | | | |
| Hull & Exterior | Clean fenders & lines | | | | |
| Safety | Remove/store EPIRB if required | | | | |
| Safety | Service and store lifejackets | | | | |
| Safety | Store flares safely | | | | |
| Safety | Visual check extinguishers | | | | |
| Final Checks | Check seacocks | | | | |
| Final Checks | Verify bilge is dry | | | | |
| Final Checks | Final walkthrough (interior & exterior) | | | | |
| Final Checks | Lock hatches & companionway | | | | |
| Final Checks | Fit boat cover or tarp if applicable | | | | |

Seasonal Decommissioning Checklist

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Electrical Systems Log

[illegible]

Battery Health & Usage

[illegible]

Fuel Log

[illegible]

Water Log

[illegible]

Watermaker Log

[illegible]

Thru Hull Locations

[illegible]

Safety Equipment Log

[illegible]

Rigging & Shroud Tension Log

[illegible]

Sails & Canvas Tracker

[illegible]

Boat Inventory (What's Where)

[illegible]

Sail Log (Passages & Daily Runs)

[illegible]

Annual Boat Maintenance and Upkeep Budget

| Category | Item | Budget | Actual Spend | Variance | Notes |
|--|---|--------|--------------|----------|-------|
| Administrative and Legal Costs | | | | | |
| Administrative and Legal Costs | <i>Boat Registration</i> | | | | |
| Administrative and Legal Costs | <i>Boat Insurance</i> | | | | |
| Administrative and Legal Costs | <i>Vignettes, local sailing taxes and sailing permits</i> | | | | |
| Administrative and Legal Costs | | | | | |
| Administrative and Legal Costs | | | | | |
| Administrative and Legal Costs | | | | | |
| Administrative and Legal Costs | | | | | |
| Maintenance, Storage and Upkeep | | | | | |
| Maintenance, Storage and Upkeep | <i>Engine servicing</i> | | | | |
| Maintenance, Storage and Upkeep | <i>Hull cleaning</i> | | | | |
| Maintenance, Storage and Upkeep | <i>Bottom paint/antifouling</i> | | | | |
| Maintenance, Storage and Upkeep | <i>Annual mooring and storage</i> | | | | |
| Maintenance, Storage and Upkeep | <i>Haul-out fees</i> | | | | |
| Maintenance, Storage and Upkeep | | | | | |
| Maintenance, Storage and Upkeep | | | | | |
| Maintenance, Storage and Upkeep | | | | | |
| Maintenance, Storage and Upkeep | | | | | |
| Major System Replacement | | | | | |
| Major System Replacement | <i>Rigging replacement (10 -15 years)</i> | | | | |
| Major System Replacement | <i>Deck equipment replacement (10 -15 years)</i> | | | | |
| Major System Replacement | <i>Plumbing replacement (10 years)</i> | | | | |
| Major System Replacement | <i>Sail maintenance and replacement (7 - 10 years)</i> | | | | |
| Major System Replacement | <i>Electrical systems replacement (3 - 5 years)</i> | | | | |
| Major System Replacement | <i>Communication and navigation equipment (10+ years)</i> | | | | |
| Major System Replacement | | | | | |
| Major System Replacement | | | | | |
| Major System Replacement | | | | | |
| Major System Replacement | | | | | |
| Major System Replacement | | | | | |
| Safety Equipment | | | | | |
| Safety Equipment | <i>PFD servicing</i> | | | | |
| Safety Equipment | <i>Fire extinguisher servicing</i> | | | | |
| Safety Equipment | <i>First aid kit replenishment</i> | | | | |
| Safety Equipment | <i>Liferaft servicing</i> | | | | |
| Safety Equipment | <i>EPIRB servicing / battery replacement</i> | | | | |
| Safety Equipment | | | | | |
| Safety Equipment | | | | | |
| Safety Equipment | | | | | |
| Safety Equipment | | | | | |

Annual Boat Maintenance and Upkeep Budget

| Category | Item | Budget | Actual Spend | Variance | Notes |
|-------------------------|--|--|--------------|----------|-------|
| Tools and Supplies | | | | | |
| Tools and Supplies | Tools | | | | |
| Tools and Supplies | Cleaning supplies | | | | |
| Tools and Supplies | Spare parts (filters, belts, etc.) | | | | |
| Tools and Supplies | | | | | |
| Tools and Supplies | | | | | |
| Tools and Supplies | | | | | |
| Emergency / Contingency | | *Consider setting setting aside 10%-15% of your maintenance budget for unexpected cost | | | |
| Emergency / Contingency | Emergency repairs and replacements | | | | |
| Emergency / Contingency | Non-emergency repairs and replacements | | | | |
| Emergency / Contingency | | | | | |
| Emergency / Contingency | | | | | |
| Emergency / Contingency | | | | | |
| Planned Upgrades | | | | | |
| Planned Upgrades | e.g. New solar panel installation | | | | |
| Planned Upgrades | | | | | |
| Planned Upgrades | | | | | |
| Planned Upgrades | | | | | |
| Planned Upgrades | | | | | |
| Planned Upgrades | | | | | |
| Total | | | | | |