



Safety Inspection & Maintenance Regime for your Pilates Equipment.

Align Pilates equipment is designed to give many years of satisfaction. However the safety level of the equipment can be maintained only if it is examined regularly for damage and wear. You and your clients safety therefore relies on a regime of proper maintenance and the correct usage of your equipment.

This guide was created as a reference that will help you maintain your equipment and keep it in the best possible condition for your safety and enjoyment. Failure to follow these guidelines may result in a malfunction that could lead to a serious injury. We strongly advise that you read this guide and keep a copy to refer back to. In a studio environment please ensure all employees are given a copy of this guidance as part of their induction. It is also best practice to record and maintain records of your equipment and maintenance checks and we have a downloadable Maintenance Log (see page 4) to make this easy.

Spring inspections are vital and observations should become second nature, springs must be replaced at the first sign of gaps, kinks appearing between coils or any form of deformation or corrosion. Snaps and carabiners may wear over time and can also work loose so always check these items. In addition be aware of frayed webbing or areas of stitching working loose, also get into the habit of checking that nuts and bolts are tight.

To maintain optimum performance of your Align-Pilates equipment is important that you observe the following guidelines.

Daily Safety Inspections

ALL Equipment

Upholstery	Regularly clean all upholstery on your Align equipment, we suggest using a soft cloth and a mild non-abrasive cleaner. Beware that some bactericides and strong or abrasive cleaning products will dry out the vinyl and reduce its life. Vinyl is non-absorbent, so will not absorb dirt so surface wiping is all that is required.
Safe Working Area	Ensure that you have a safe working area around each piece of equipment. This free area should be not less than 0,6 m greater than the training area in the directions from which the equipment is accessed. The free area must also include the area for emergency dismount. Where equipment is positioned adjacent to each other the value of the free area may be shared

Reformers

Carriage Stopper	Ensure that carriage stoppers are fully inserted into the runners before each use and in correct relationship to the spring bar ie so the springs are just under tension.
Runners	Clean runners with a damp soft cloth using window cleaner as this does not leave residue or attract dust.
Springs	Inspect all springs for signs of wear, look for deformation, kinks, gaps and corrosion. Springs showing signs of damage must not be used and must be replaced immediately.
Rope & Handles	Inspect Rope system to confirm ropes are correctly secured and that the rope adjustment system is properly engaged and locked. Frayed and damaged Handles and Ropes must not be used and must be replaced immediately.
Shoulder Rests	Ensure shoulder rests are fully seated on carriage bed. Removable shoulder rest should be locked in place using the locking pins under the carriage.

Weekly Maintenance Checks

Reformers

Hardware	Check all nuts, bolts and locking pins are securely fastened.
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Foot Bar and Assembly	Ensure foot bars and the adjuster bars are securely fastened and check the foot bar assembly bolts are tight and secure. Use an Allen key and light pressure to check the bolts are not loose. If loose remove check bolt for any signs of damage. Replace if worn and reattach using Loctite blue (on the original A2 - do not overtighten so that the swing bar adjustment arm cannot move)
Rope system	Confirm ropes are correctly secured and that the rope adjustment system is properly engaged and locked. Frayed and damaged Handles and Ropes must not be used. Hand check that the eyelets on the rope riser cannot rotate, if loose remove, apply Loctite blue and retighten.
Pulleys System Spring Bar	Ensure the pulley wheel bolts are firmly tightened and that the Shackle screws are tight. Check for correct operation. For A2/A2R the key points to observe are that the spring bar lever return springs are strong to ensure that the locking pins positively engage in to the reformer frame in all positions. When the pins are properly engaged the spring bar adjustment levers will spring away from the bar. If the springs become weak they should be replaced as otherwise there is a risk that the pins will not fully engage in the frame which could cause the bar to slip – note the carriage stopper acts as a back-up safety stop when used as per the manual.
Carriage Wheels	Thoroughly clean wheels, whilst checking for damage - replace as needed. Sit on the carriage and test the quietness of the ride, listening for any noises – the ride should be quiet and smooth. Note that small amounts of dirt on the wheels and runners will prevent smooth and silent operation.
Springs	Inspect all springs for signs of wear, look for deformation, kinks, gaps and corrosion. Springs showing signs of damage must not be used and must be replaced immediately. Check that spring retaining bungee cord is in place.
Half Cadillac Units Loops & handles Eyelets & Spring Hooks	Ensure that all nuts, bolts and screws are securely fastened, also check Eye bolts and carriages Check for loose threads and fraying webbing, replace as necessary. Hand check that all eyelets on the risers and spring bar are tight and cannot rotate. Replace any eyelets which have come loose as these may have thread damage. New hooks or eyelets should be refitted using Loctite Red.
Feet	Inspect to ensure all feet are securely attached and that the reformer is level.

Cadillacs, Wall Units, Barre Bar Systems

Springs & Spring Clips	Inspect all springs for signs of wear, look for deformation, kinks, gaps and corrosion. Springs showing signs of damage must not be used and must be replaced immediately. Check all spring clips and carabiners for signs of wear, ensuring there is no deformation and that the “gates” firmly engage.
Hardware	Ensure that all nuts, bolts and screws are securely fastened.
Slings, loops & Handles Travelling Carriages	Check all stitching for wear and damage and replace immediately as needed. Inspect travelling carriages to ensure that threaded bolts are secure. Test to ensure that the locking push pins engage securely into the upright frame.
Eyelets & Spring Hooks	Hand check that all eyelets on the sliding spring eyelets, swing through and roll down bar are tight and cannot rotate. If loose remove, apply blue Loctite and retighten.

Combo Chairs

Hardware	Ensure that all nuts, bolts and screws are securely fastened, including on the arm handles and the split pedal locking knob.
Springs	Inspect all springs for signs of wear, look for deformation, kinks, gaps and corrosion. Springs showing signs of damage must not be used and must be replaced immediately.
Handle Locking System	Check that push pins correctly engage and are locked down and that the knobs screw in all the way so that the handles do not rattle.

Ladder Barrels

Hardware	Ensure that all nuts, bolts and screws are securely fastened.
Feet	Inspect to ensure all feet are securely attached and that the reformer is level

Additional Monthly Checks

Reformers

Ropes	Check for signs of rope wear and “flattening”, check the stitched loop and securing knots. Ropes showing signs of wear must be replaced as necessary.
Foot Bar Straps	Check strap and attachments for signs of wear and replace as necessary.
Legs	On reformers with removable legs, standing platforms and rope risers check the attachment bolts have not come loose and tighten where necessary

Combo Chairs

Hardware	Ensure all nuts, bolts and screws are securely fastened.
Push Pins	Check that push-pins reset completely and replaced if necessary.

Cadillacs, Wall Units, Barre Bar Systems

Hardware	Ensure all nuts, bolts and screws are securely fastened.
Eyehooks	Ensure all eyehooks are securely fastened.
Cadillac Bed	Confirm bed is level and at correct height to perform exercises.
Star Knobs	Check wear and replaced as needed.
Push-thru Bar	Confirm all push-thru bar bolts and nuts are securely fastened.

Quarterly Maintenance

Springs	It is best practice to rotate springs of the same strength as it may help them wear more evenly
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Annual Maintenance

Reformers

Spring Clips	Replace all spring clips.
Springs	In high usage studios springs that have been in use for 3,000 hours of studio operation should be replaced

Cadillacs, Wall Units, Barre Bar Systems

Spring Clips	Replace all spring clips
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Bi-Annual Maintenance

Reformers

Springs	Replace all Reformer springs, including upright frame springs that have been in use for 2 years.
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Combo Chairs

Springs	Replace all springs that have been in use for 2 years.
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Cadillacs, Wall Units, Barre Bar Systems

Springs	Replace all springs that have been in use for 2 years.
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Further Tips & Important Information

In addition to performing regular inspections as laid out above, it is advisable to be aware when using the equipment that if anything does not feel right, or seems loose in any way, always stop and inspect the equipment before continuing with your exercise.

Consumable items	Items such as ropes, straps and handles should be replaced as and when they become tired or start showing signs of wear or fraying.
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Lubrication	Avoid applying lubricants to the rails, lubricants will attract dust and dirt and detract from the ride experience. Never attempt to lubricate wheel bearings – these are “sealed for Life” and the use of an inappropriate lubricant may breakdown the internal grease. Pulley wheels can get dirty and start to squeak, it is best to strip down noisy pulley wheels by removing the centre bolt and teasing out the wheel. Clean all surface and reassemble, applying a small amount of Teflon spray.
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Adjusting nuts and Bolts	Inspect and tighten bolts using your fingers, if you can turn, nuts, bolts or Eyelets then they are too loose. Be careful not to over tighten nuts and bolts as this may damage the threads. As a guide tighten loose nuts and bolts using a small spanner and tighten with one finger. Use a small amount blue Loctite on the threads to prevent bolts coming loss again – this is not required where nylock nuts are in use.
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Securing the Carriage Always leave at least 2 springs attached to the carriage when not in use, always ensure the springs are attached in a neutral position, i.e. under minimal tension.

Assessor Ensure the person carrying out the inspection has suitable understanding of the equipment and its functions to carry out the checks. If in doubt get your equipment regularly serviced by your distributor or a fitness equipment service specialist. Do not modify equipment or use unapproved parts as this may invalidate your warranty.

Out of service Equipment Ensure equipment that is out of service cannot be used inadvertently whilst out of service.

Max User Weight Please note commercial Align-Pilates products have a maximum user weight of 150Kg except: A2 Reformer, A2R reformer, M1 Reformer, Class Reformer & F1 Reformer which have a max 120Kg user weight. For A2 & A2R reformers a low cost upgrade is available to bring the reformer to 150Kg Max user weight specification like the A2R2 Reformer – ask for details.

General Safety Advice Keep unsupervised children away from equipment. Use only for recognised Pilates repertoire. Not suitable for outdoor usage – only use on level and stable surfaces.

Replacement Parts

For replacement parts, or if you have any questions, email customercare@align-pilates.com, call +44 1386 425 923 or visit www.Align-pilates.com

Maintenance Log Sheet for Pilates Apparatus

We recommend that you download and use our equipment register, maintenance log and detailed repair record spreadsheet, so that you can keep a record of when maintenance checks are done, by whom, what issues are found and who resolved them. This should be kept in a safe place with a copy of the user manuals for the equipment and the inspection checklist. The maintenance log sheet is available in Excel format, together with the latest digital copy of this document to use as is or customise to create your own checklists and Log sheets. www.mad-hq.com/align-pilates/resources

Align-Pilates Quarterly Apparatus Maintenance Log

								Studio Name	
Month / Year		Apr-16							
Date	Inspected by	Date	Inspected by	Date	Inspected by	Date	Inspected by	Date	Inspected by
1		8		15		22		29	
2		9		16		23		30	
3		10		17		24		31	
4		11		18		25			
5		12		19		26			
6		13		20		27			
7		14		21		28			
WK 1		WK 2		WK 3		WK 4			

Date	Issue Found/ Work Required	Work Done Date	By
03-Apr	Change Springs	03-Apr	UE

Month / Year		May-16							
Date	Inspected by	Date	Inspected by	Date	Inspected by	Date	Inspected by	Date	Inspected by
1		8		15		22		29	
2		9		16		23		30	
3		10		17		24		31	
4		11		18		25			
5		12		19		26			

Align-Pilates Studio Equipment Register							
Studio Name							
Item	Date Purchased	Qtrly service	Annual Service	Bi-Annual Service	Springs	Spring replace before	Note / Other Replacement Date
A2R Reformer	01/03/2015	30/03/2015	29/02/2016	28/02/2017	Yes	28/02/2017	
		30/03/1900	30/12/1900	30/12/1901		30/12/1901	
		30/03/1900	30/12/1900	30/12/1901		30/12/1901	
		30/03/1900	30/12/1900	30/12/1901		30/12/1901	
		30/03/1900	30/12/1900	30/12/1901		30/12/1901	

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