Printable pool closing checklist

Use this checklist with your specific pool and equipment manuals. Tick only applicable tasks. Never rely on generic water-lowering depths or chemical doses.

Pool type / model: _____ Closing date: _____

BEFORE CLOSING

- ☐ Confirm your pool type (inground / fibreglass / vinyl / onground / above ground).
- ☐ Find the manuals for the shell/liner, pump, filter, heater, sanitizer and cover.
- ☐ Inspect cover fabric, straps, hardware, plugs and fittings.
- ☐ Check the weather; schedule qualified help if needed.
- ☐ Check local pool-water discharge rules and sump-well conditions.
- ☐ Clean leaves/debris; brush and vacuum; test and balance water.
- ☐ If booking Boldt, arrange step/sandbag removal and confirm optional services.

CLOSING DAY

- ☐ Confirm water level using pool/cover instructions and local municipal requirements.
- ☐ Identify all suction, return and special-feature plumbing branches.
- ☐ Have vulnerable plumbing professionally winterized when appropriate.
- ☐ Drain / shut down / store equipment exactly as its manual directs.
- ☐ Fit skimmer protection, plugs and winter cover as specified.
- ☐ Photograph final equipment settings and list stored parts.

WINTER CHECK-INS

- ☐ Check cover hardware and drainage after major weather events from safe ground.
- ☐ Monitor water level and sump well where applicable.
- ☐ Keep pool fencing, gates and access controls secure.
- ☐ Call a technician if you suspect a leak, severe cover damage or structural movement.

POOL-SPECIFIC REMINDERS: Fibreglass: verify shell support and groundwater guidance. Vinyl liner: maintain the specified liner-support level. Above-ground: protect walls and exposed connections. Onground: inspect buried and exposed plumbing.

Winter plugs / stored parts: _____

Service contact: _____ Next check: _____

Safety reminder: Never mix chemicals, walk on a winter cover, or attempt unfamiliar pressurized, electrical or gas procedures. Ask a qualified pool professional when a step is unclear.