Pool Closing Checklist

For residential pool owners preparing a seasonal shutdown. Adapt the work to your pool, cover, equipment and local freeze risk; a mild-climate pool may need a different off-season plan.

Date: _____ Completed by: _____ Pool size / equipment: _____

Before you start

- Gather pool, equipment and cover manuals, current test supplies, cleaning tools and label-specified protective equipment.
- Keep children and pets away. Do not empty the pool or improvise compressed-air winterization. Use qualified help for unfamiliar plumbing, electrical or pressure-system work.

Plan the shutdown

☐ **Identify the winterization procedure for your pool (Essential)**

Above-ground, in-ground and mild-climate pools differ. Use your pool and equipment manuals.

☐ **Inspect the cover and safety barriers (Essential)**

Repair damage. A winter cover is not necessarily a safety cover.

☐ **Remove debris and clean pool surfaces (Essential)**

Skim, brush and vacuum with finish-compatible equipment.

Protect water and equipment

☐ **Test water and follow the closing treatment instructions (Essential)**

Base treatment on measured values and chemical labels; never mix chemicals.

☐ **Verify the closing treatment is complete (Essential)**

Follow label waiting and circulation instructions before equipment shutdown. Record final readings; do not substitute a universal closing-kit recipe.

☐ **Set the water level according to your pool manual (If Applicable)**

If your pool and cover instructions require a water-level change.

Do not drain the pool completely. Follow the pool and cover manufacturers' instructions on whether and how far to adjust the water level.

☐ **Isolate power and winterize plumbing and equipment (Professional Service)**

If plumbing or equipment must be winterized for a seasonal shutdown.

Use the installed system's winterization procedure. Arrange qualified service for line clearing or unfamiliar equipment; do not improvise with compressed air. Isolate power and relieve pressure before maintenance.

☐ **Remove and store accessories and the cleaner (If Applicable)**

If removable accessories or an automatic cleaner are fitted.

Clean and dry equipment; follow battery storage temperatures and charging guidance.

Secure and record

☐ **Fit the correct winter cover (Essential)**

Follow the cover instructions; preserve functioning barriers and gates.

☐ **Record shutdown details and schedule cover checks (Essential)**

Inspect after storms and remove accumulated water or snow only as the manufacturer permits.

Notes / additional tasks

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