

**ATM Inspection Log**

Month/Year:	Inspections should be completed at shift changes, opening and closing and randomly throughout the day. Include initial and time for each inspection completed.							
Equipment	Week of dd - dd	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>PIN pad</b> Serial # _____ Signs of tampering Wires, plug ins, seals	Inspection #1							
	Inspection #2							
	Inspection #3							
	Random Inspection							
<b>Point of Sale Terminal</b> Serial # _____ Signs of tampering Wires, plug ins, seals	Inspection #1							
	Inspection #2							
	Inspection #3							
	Random inspection							
<b>Ceiling</b> Damaged Tiles Cameras, wiring/cables	Inspection #1							
	Inspection #2							
	Inspection #3							
	Random Inspection							
<b>Counter and Shelves</b> Equipment moved Additional equipment (donation boxes, brochure holders, etc.)	Inspection #1							
	Inspection #2							
	Inspection #3							
	Random Inspection							
<b>Surveillance Equipment</b> Signs of tampering Cameras moved	Inspection #1							
	Inspection #2							
	Inspection #3							
	Random Inspection							
<b>Comments</b>								