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| --- | --- |
| Date: | Truck Number: |
| Model: | Serial Number: |

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| **Items** | **Yes** | **No** | **Criteria** |
| **General Checks** | | | |
| Training |  |  | Have you been trained to operate this truck? |
| Clearances |  |  | Are aisles wide enough to allow truck to get through easily? Are turning/maneuvering areas large enough? |
| Protrusions |  |  | Are all protrusions into the truck operating area clearly marked? |
| Ventilation |  |  | Is ventilation provided in enclosed areas (internal combustion engines only) |
| Area lighting |  |  | Is there enough light in the general area to see hazards? |
| **Key Off (Visual Check)** | | | |
| Overhead guard |  |  | Are there broken welds, missing bolts or damaged areas? |
| Hydraulic cylinder |  |  | Is there leakage or damage in the lift, tilt, and attachment cylinders? |
| Hydraulic fluid level |  |  | Is fluid level OK? Are there no leaks? |
| Mast assembly |  |  | Are there broken welds, cracked or bent areas, and worn or missing stops? |
| Lift chains and rollers |  |  | Is there wear, damage and signs of rust or any sign that lubricant is required? Is there any unusual noise? |
| Forks and lock pins |  |  | Are the forks cracked, bent worn, or mismatched? Is there excessive oil or water on the blades? Do the locking pins engage? |
| Tires/wheels |  |  | Are the tires and wheels in good condition? |
| Propane cylinder |  |  | Is the cylinder guard bracket properly positioned and locked down? Is there no sign of leakage or icing at connections? |
| Fuel hoses and lines |  |  | Is there any fuel line damage? |
| Fuel leaks |  |  | Is there any propane or gasoline odour? Are there any signs of fuel leaks? |
| Engine oil level |  |  | Is oil level OK? Are there no leaks? |
| Battery inspection |  |  | Are the cell caps and terminal covers in place? Are the cables missing insulation? Is the battery secure? |
| Fluid leaks |  |  | Are there any signs of fluid leaks (engine oil, transmission oil, coolant) on the floor? |
| Controls |  |  | Do controls move smoothly without binding? Return to neutral upon release. |
| Guards |  |  | Are guards and covers installed? |
| Decals |  |  | Are warning, safety and operational decals in place? |
| Specification plate |  |  | Does the specification plate include the capacity rating and a load centre verification? |
| Fire extinguisher |  |  | Is a charged fire extinguisher mounted on the lift truck? |
| **Key On (Operational Check)** | | | |
| Gauges |  |  | Are they all working? |
| Steering |  |  | Is the steering free of unusual noise or excessive free-play? |
| Service brakes |  |  | Is pedal height and travel OK? Does truck stop in forward and reverse? |
| Parking brakes |  |  | Does parking brake stop truck movement? |
| Lights |  |  | Are they working (if equipped)? |
| Mast assembly |  |  | Do lift and tilt circuits work OK? |
| Warning devices |  |  | Horn: is it working? Backup alarm and warning light: (if equipped) do they work? |
| Operator restraint |  |  | Is it working (if equipped)? |
| Load hauling attachments |  |  | Are there no leaks? Does everything work as designed? |
| Lift/lower system |  |  | Do the controls move freely? Return to neutral when released? Perform their proper functions? |

Deficiencies Corrected: Mechanic \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Next Service Hours: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Hour meter reading  (start of shift) | Operator signature | Supervisor signature |