

Date: \_\_\_\_\_ Truck#: \_\_\_\_\_

Start Hour: \_\_\_\_\_ End Hour: \_\_\_\_\_ Fuel: \_\_\_\_\_

# LOW LIFT PALLET TRUCK DAILY CHECK LIST

Indicate an **X** where a problem is detected and a **✓** to indicate no problems visible.

## Visual Inspection

COMMENTS

1. ☐ Main ON/OFF Switch \_\_\_\_\_
2. ☐ Hour Meter \_\_\_\_\_
3. ☐ Key Switch \_\_\_\_\_
4. ☐ Directional/Speed Control \_\_\_\_\_
5. ☐ Horn Button \_\_\_\_\_
6. ☐ Lift/Lower Button \_\_\_\_\_
7. ☐ Data Plate \_\_\_\_\_
8. ☐ Battery \_\_\_\_\_  
☐ Charger \_\_\_\_\_  
☐ Connector Covers \_\_\_\_\_  
☐ Cables \_\_\_\_\_
9. ☐ Forks \_\_\_\_\_
10. ☐ Emergency Reverse Button \_\_\_\_\_
11. ☐ Load Wheel \_\_\_\_\_
12. ☐ Driver/Caster Wheel \_\_\_\_\_

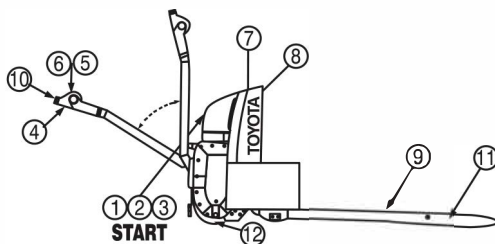
## Operational Inspection

COMMENTS

- A. ☐ Listen for Unusual Noise \_\_\_\_\_
- B. ☐ Lifting Control \_\_\_\_\_
- C. ☐ Forward Driving \_\_\_\_\_  
☐ Accelerator \_\_\_\_\_  
☐ Steering \_\_\_\_\_  
☐ Braking \_\_\_\_\_
- D. ☐ Reverse Driving \_\_\_\_\_  
☐ Accelerators \_\_\_\_\_  
☐ Steering \_\_\_\_\_  
☐ Braking \_\_\_\_\_  
☐ Backup Alarm \_\_\_\_\_
- E. ☐ Horn \_\_\_\_\_
- F. ☐ Gauges \_\_\_\_\_
- G. ☐ Oil Spots on Floor \_\_\_\_\_

All comments made in reference to any problems should be made on the back of this page in detail and handed to the supervisor immediately.

## WALK AROUND



SIGNATURE: \_\_\_\_\_

**CAUTION:** This is not a complete list of all items which may require attention. Operators are responsible for ensuring that the lift truck is in proper working condition in accordance with the manufacturer's specifications.

**DO NOT** operate lift truck if a problem is detected. Report all problems to the service department immediately.

**TO BE COMPLETED BY DESIGNATED OPERATOR AND FORWARDED TO SUPERVISOR PRIOR TO SHIFT.**