

Date:	Time:
Company/Site:	Machine No:

Instruction: (X= Action Needed - N/A= Not Applicable)

Check Daily Before Each Shift	Ok	X	N/A	Notes
Checkload-capacity plate is fitted, legible and correct.				
Inspect forks for damage.				
Check wheels.				
Check hydraulic jack cylinder for any leaks.				
Check Jack lifts all the way up.				
Check lowering handle.				
Check handle is secure.				
Check operation-hold and lowering.				
Check all bolts and fasteners.				
Check safety devices.				

HAND PALLET TRUCK

DAILY INSPECTION CHECKLIST

Date:	Date:	
Fault Reported By:	Fault Reported To:	
Description of Fault:		
Repaired by:	Signature:	Date:

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