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6-Week (250-Hour) Forklift Maintenance Checklist

(for Electric Forklifts)

Date:	
Unit Number:	
Forklift Make:	
Forklift Model:	
Forklift Serial Number:	
Hour Meter:	

Note: This checklist was adapted from Toyota's 7FBE15-20 electric forklift operator's manual. It is not meant to be exhaustive. Please consult the operator's manual for your particular forklift before performing maintenance.

Only trained and authorized technicians should perform service on forklifts.

System	Action	Maintenance Item	Complete?
Power & Drive System	Inspect	Drive unit for oil leakage and level	
		Motor rotation sound	
		Motor terminal for looseness	
		Battery charging level	
		Battery electrolyte level	
		Battery terminal for looseness	
		Upper battery case of abnormalities	
	Battery connector for condition and connection		
	Measure	Specific gravity of the battery	
Wheels & Axles	Inspect	Tires for debris and damage	
		Rim, side ring and disc wheel for damage	
		Front and rear wheel bearings for unusual noises and looseness	
	Hub nuts for looseness		
	Measure	Tire tread depth	
Steering & Brakes	Inspect	Steering wheel for play and operation	
		Steering valve for leakage	
		Power steering for oil leakage and check level	
		Power steering for looseness in mounting parts	
		Brake pedal operation	
		Parking brake pull margin operating force	
		Parking brake effectiveness	
		Braking rod and cable for operation, looseness, and damage	
		Disc brakes for disk to pad clearance	
Steering valve mounting for looseness			
Forks, Attachment, Mast & Chains	Inspect	Fork and stopper pin condition	
		Forks for wear and deformation	
		Mast and lift bracket for cracks, damage, and deformation in welds	
		Roller bearing looseness	
		Mast and lift bracket for looseness	
		Mast support metal for wear and damage	
		Rollers for operation, wear, and damage	
		Chain for tension, deformation and damage	
		Chain anchor bolt condition	
	Chain wheel for operation, wear, and damage		
Chain wheel bearing for wear			
Attachment for abnormalities and mounting condition			
	Lubricate	Lifting chains	
		Hydraulic rod and rod end for deformation and damage	
		Cylinder operation	
		Hydraulic cylinders for oil leaks and damage	

