

FORKLIFT - EQUIPMENT INSPECTION



A forklift inspection form designed for as a pre-use inspection checklist. The inspection checklist sections include tires, cylinders, engine, horn, lights, guards, forks, brakes, etc.

* Your Name	* Date / Time

ASSET DETAILS

Location	Truck Serial No.
Hour meter reading	

TIRES

Tire wear, splitting or missing material

Good Repair

This question only applies if Tire wear, splitting or missing material is Repair

Repair Notes

Rim condition

Good Repair

This question only applies if Rim condition is Repair

Repair Notes

Tight wheel nuts

Good Repair

This question only applies if Tight wheel nuts is Repair

Repair Notes

Separation of rubber and rim

Good Repair

This question only applies if Separation of rubber and rim is Repair

Repair Notes

Tire pressure (if pneumatic tires are used)

Good Repair

This question only applies if Tire pressure (if pneumatic tires are used) is Repair

Repair Notes

Proper tires used for forklift and surfaces

Good Repair

This question only applies if Proper tires used for forklift and surfaces is Repair

Repair Notes

CYLINDERS AND HYDRAULIC LINES

Hydraulic fluid level

Damage or fluid leakage from lift and tilt cylinders

Good

Repair

This question only applies if Damage or fluid leakage from lift and tilt cylinders is Repair

Repair Notes

Mounting hardware on cylinders is secure

Good

Repair

This question only applies if Mounting hardware on cylinders is secure is Repair

Repair Notes

Hydraulic lines

Good

Repair

This question only applies if Hydraulic lines is Repair

Repair Notes

Hoses

Good

Repair

This question only applies if Hoses is Repair

Repair Notes

Secure connections at fittings

Good Repair

This question only applies if Secure connections at fittings is Repair

Repair Notes

ENGINE

Engine has no loose or frayed wiring

Good Repair

This question only applies if Engine has no loose or frayed wiring is Repair

Repair Notes

Air filter

Good Repair

This question only applies if Air filter is Repair

Repair Notes

Oil filter
 Good Repair

This question only applies if Oil filter is Repair

Repair Notes

Proper oil level	Transmission fluid level
Radiator fluid level	No visible leaks under forklift <input type="checkbox"/> Good <input type="checkbox"/> Repair

This question only applies if No visible leaks under forklift is Repair

Repair Notes

HORNS, LIGHTS AND ALARMS

Horns work properly
 Good Repair

This question only applies if Horns work properly is Repair

Repair Notes

Strobe light
 Good Repair

This question only applies if Strobe light is Repair

Repair Notes

Lights work properly

Good Repair

This question only applies if Lights work properly is Repair

Repair Notes

Reverse alarm and light

Good Repair

This question only applies if Reverse alarm and light is Repair

Repair Notes

GUARDS

No broken welds

Good Repair

This question only applies if No broken welds is Repair

Repair Notes

Mounted securely

- Good Repair

This question only applies if Mounted securely is Repair

Repair Notes

No visible damage

- Good Repair

This question only applies if No visible damage is Repair

Repair Notes

FORKS

Forks are centered on carriage

- Good Repair

This question only applies if Forks are centered on carriage is Repair

Repair Notes

Forks are equally spaced

- Good Repair

This question only applies if Forks are equally spaced is Repair

Repair Notes

Forks have no cracks or other damage

Good Repair

This question only applies if Forks have no cracks or other damage is Repair

Repair Notes

Forks are right for the job

Yes No

This question only applies if Forks are right for the job is No

Repair Notes

Locking pins work correctly

Good Repair

This question only applies if Locking pins work correctly is Repair

Repair Notes

PARKING BRAKES

Parking brake prevents movement

Good Repair

This question only applies if Parking brake prevents movement is Repair

Repair Notes

SEATBELT

In working condition

Good Repair

This question only applies if In working condition is Repair

Repair Notes

ENERGY SYSTEM

All connections secure

Good Repair

This question only applies if All connections secure is Repair

Repair Notes

Proper fluid levels

Good Low

This question only applies if Proper fluid levels is Low

Repair Notes

Vent holes are clear

- Good Repair

This question only applies if Vent holes are clear is Repair

Repair Notes

Gas, Propane or Diesel Fueled Forklift

- Diesel Gas Propane
 Other

This question only applies if Gas, Propane or Diesel Fueled Forklift is Gas

Specify Fuel Type

All valves and couplings

- Good Repair

This question only applies if All valves and couplings is Repair

Repair Notes

Fuel tanks (cracks, broken welds or other damage)

- Good Repair

This question only applies if Fuel tanks (cracks, broken welds or other damage) is Repair

Repair Notes

Mounting hardware is secure

Good Repair

This question only applies if Mounting hardware is secure is Repair

Repair Notes

CARRIAGE, MAST AND BACKREST

Visible damage

Good Repair

This question only applies if Visible damage is Repair

Repair Notes

Secure mountings

Good Repair

This question only applies if Secure mountings is Repair

Repair Notes

Broken welds

Good Repair

This question only applies if Broken welds is Repair

Repair Notes

Roller tracks are lubricated

Good Repair

This question only applies if Roller tracks are lubricated is Repair

Repair Notes

GAUGES (START FORKLIFT AND CHECK):

Gauges work properly

Good Repair

This question only applies if Gauges work properly is Repair

Repair Notes

Indicators work properly

Good Repair

This question only applies if Indicators work properly is Repair

Repair Notes

Moving parts work smoothly and properly

Good Repair

This question only applies if Moving parts work smoothly and properly is Repair

Repair Notes

MAST AND TILT CYLINDERS

Lift carriage to max. height and lower carriage to floor

Carriage moves smoothly and completely

Yes No

This question only applies if Carriage moves smoothly and completely is No

Repair Notes

ACCELERATOR, TRANSMISSION AND SERVICE BRAKE

Release parking brake and check

Forklift accelerates smoothly

Good Repair

This question only applies if Forklift accelerates smoothly is Repair

Repair Notes

Brakes slow forklift without jerking or locking

- Good Repair

This question only applies if Brakes slow forklift without jerking or locking is Repair

Repair Notes

Brakes are not too soft

- Good Repair

This question only applies if Brakes are not too soft is Repair

Repair Notes

Forklift moves forward properly

- Good Repair

This question only applies if Forklift moves forward properly is Repair

Repair Notes

Forklift moves backward properly

- Good Repair

This question only applies if Forklift moves backward properly is Repair

Repair Notes

Backup signal sounds when moving in reverse

Good Repair

This question only applies if Backup signal sounds when moving in reverse is Repair

Repair Notes

STEERING

Steering wheel turns while stopped

Good Repair

This question only applies if Steering wheel turns while stopped is Repair

Repair Notes

Steering wheel turns while moving

Good Repair

This question only applies if Steering wheel turns while moving is Repair

Repair Notes

Steering wheel turns forklift smoothly

- Good Repair

This question only applies if Steering wheel turns forklift smoothly is Repair

Repair Notes

SPECIFICATION PLATE

Identification plate is legible

- Yes No

This question only applies if Identification plate is legible is No

Notes

Is data tag present and legible on forklift for the attachments used?

- Yes No

This question only applies if Is data tag present and legible on forklift for the attachments used? is No

Notes

HOUSEKEEPING

Forklift housekeeping (Checking for any debris/loose items around seat and floor of forklift)

- Clean Not Clean

This question only applies if Forklift housekeeping (Checking for any debris/loose items around seat and floor of forklift) is Not Clean

Housekeeping Notes

FIRE EXTINGUISHER

Is fire extinguisher present on forklift?

Yes No

This question only applies if Is fire extinguisher present on forklift? is No

Comments

Does the gauge show fire extinguisher to be in the green (Or good working order)?

Yes No

This question only applies if Does the gauge show fire extinguisher to be in the green (Or good working order)? is No

Comments

Is the annual inspection tag show to be current?

Yes No

This question only applies if Is the annual inspection tag show to be current? is No

Comments

SUMMARY

This question only applies if Tire wear, splitting or missing material is Repair or Rim condition is Repair or Tight wheel nuts is Repair or Separation of rubber and rim is Repair or Tire pressure (if pneumatic tires are used) is Repair or Proper tires used for forklift and surfaces is Repair or Damage or fluid leakage from lift and tilt cylinders is Repair or Mounting hardware on cylinders is secure is Repair or Hydraulic lines is Repair or Hoses is Repair or Secure connections at fittings is Repair or Engine has no loose or frayed wiring is Repair or Air filter is Repair or Oil filter is Repair or No visible leaks under forklift is Repair or Horns work properly is Repair or Strobe light is Repair or Lights work properly is Repair or Reverse alarm and light is Repair or No broken welds is Repair or Mounted securely is Repair or No visible damage is Repair or Forks are centered on carriage is Repair or Forks are equally spaced is Repair or Forks have no cracks or other damage is Repair or Forks are right for the job is No or Locking pins work correctly is Repair or Parking brake prevents movement is Repair or In working condition is Repair or Invalid (field was removed) or Invalid (field was removed) or All connections secure is Repair or Proper fluid levels is Low or Vent holes are clear is Repair or Gas, Propane or Diesel Fueled Forklift is Gas or All valves and couplings is Repair or Fuel tanks (cracks, broken welds or other damage) is Repair or Mounting hardware is secure is Repair or Visible damage is Repair or Secure mountings is Repair or Broken welds is Repair or Roller tracks are lubricated is Repair or Gauges work properly is Repair or Indicators work properly is Repair or Moving parts work smoothly and properly is Repair or Carriage moves smoothly and completely is No or Forklift accelerates smoothly is Repair or Forklift moves backward properly is Repair or Backup signal sounds when moving in reverse is Repair or Steering wheel turns while stopped is Repair or Steering wheel turns while moving is Repair or Steering wheel turns forklift smoothly is Repair or Identification plate is legible is No

Item marked "Repair" needed

<p>Comments / Notes</p> <p>-----</p> <p>-----</p> <p>-----</p> <p>-----</p>	<p>Inspectors Signature</p> <p>_____</p>
<p>Date</p>	