

# TOTAL WAREHOUSE

## ELECTRIC PALLET TRUCK DAILY CHECKLIST

DATE				INSPECTED BY			
MAKE		MODEL		S/N#			
HOUR				VOLTAGE			

MARK BOX If NO PROBLEMS Visible. KEEP UNMARKED and WRITE IN Comment if PROBLEMS ARE PRESENT.

### VISUAL INSPECTION

Comments

1. ☐ Main ON/OFF Switch\_\_\_\_\_
2. ☐ Hour Meter\_\_\_\_\_
3. ☐ Key Switch\_\_\_\_\_
4. ☐ Spec Plate Location\_\_\_\_\_
5. ☐ Directional/Speed Control\_\_\_\_\_
6. ☐ Emergency Reverse Button\_\_\_\_\_
7. ☐ Lift/Lower Button/Lever\_\_\_\_\_
8. ☐ Horn Button\_\_\_\_\_
9. ☐ Battery\_\_\_\_\_
- ☐ Vent Caps\_\_\_\_\_
- ☐ Connector Covers\_\_\_\_\_
- ☐ Cables\_\_\_\_\_
- ☐ Water Level\_\_\_\_\_
10. ☐ Forks\_\_\_\_\_
11. ☐ Load Wheels\_\_\_\_\_
12. ☐ Caster Wheel\_\_\_\_\_
13. ☐ Drive Wheel\_\_\_\_\_

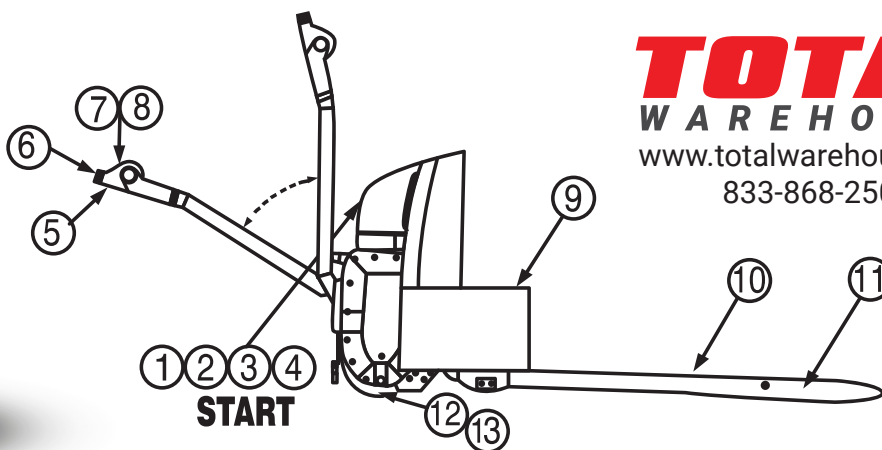
### OPERATIONAL INSPECTION

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\_\_\_\_\_

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

**TOTAL**  
**WAREHOUSE**  
www.totalwarehouse.com  
833-868-2500



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.

**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 & FORWARDED TO SUPERVISOR PRIOR TO SHIFT**