



# Forklift Inspection & Maintenance Checklist

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## Pre-Operation Inspection

Checks performed by the operator before each shift to ensure safe operation.

### Date of Inspection

Enter date...

### Time of Inspection

Enter time...



### **Operator Name**

- Select Operator
- Operator 1
- Operator 2
- Operator 3

### **Forklift ID/Asset Tag**

- Select Forklift ID
- Forklift 001
- Forklift 002
- Forklift 003

### **Check Seatbelt Condition**

- Functional
- Damaged
- Missing

### **Check Horn Function**

- Functional
- Not Functional

### Check Lights (Headlights, Brake Lights, Turn Signals)

- Functional
- Not Functional

### Check Backup Alarm

- Functional
- Not Functional

## Fluid Levels & Condition

Verification of proper fluid levels and identifying any leaks or contamination.

### Engine Oil Level (inches)

### Engine Oil Condition

- Clean
- Slightly Dirty
- Dirty/Sludgy

### Coolant Level (inches)

Enter a number...

### Coolant Condition

- Clear
- Cloudy
- Rusty/Dirty

### Hydraulic Fluid Level (inches)

Enter a number...

### Describe any fluid leaks (if any)

Write something...

### Fuel Condition

- Clean
- Dirty/Contaminated

# Tires & Wheels

Inspection of tires, wheels, and related components for wear, damage, and proper inflation.

## Tire Condition (Each Tire)

- Good
- Fair
- Damaged
- Needs Replacement

## Tire Pressure (PSI) - Front Left

## Tire Pressure (PSI) - Front Right

## Tire Pressure (PSI) - Rear Left

### Tire Pressure (PSI) - Rear Right

Enter a number...

### Wheel Damage

- None
- Cracks
- Bent
- Missing Lug Nuts

### Notes on Tires/Wheels (e.g., cuts, bulges, excessive wear)

Write something...

## Forks & Attachments

Examination of forks, attachments, and their mounting hardware for integrity and functionality.

### Fork Width (inches)

Enter a number...

### Fork Length (inches)

Enter a number...

### Fork Condition

- Good
- Fair
- Poor - Requires Repair/Replacement

### Fork Wear/Damage

- None
- Minor Wear
- Cracks
- Bends
- Significant Damage - Requires Replacement

### Attachment Type (if applicable)

- Forks (Standard)
- Side Shifter
- Rotator
- Clamp
- Other (Specify in Long Text)

### Attachment Notes/Details (if 'Other' selected above)

Write something...

### Attachment Photo (if issues detected)

 Upload File

## Safety Equipment

Verification of operational safety devices such as lights, horn, seatbelt, and backup alarm.

### Horn Functionality

Functional

Defective

### Headlight Functionality

Functional

Defective

### Backup Alarm Functionality

- Functional
- Defective

### Seatbelt Integrity

- Intact
- Damaged/Missing

### Steering Light (if equipped)

- Functional
- Not Equipped
- Defective

### High-Visibility Reflectors Condition

- Intact and Clean
- Damaged or Missing

## Mechanical Components

Checks of engine, transmission, brakes, steering, and other mechanical systems.

### Engine Hours

### Engine Condition

- Excellent
- Good
- Fair
- Poor

### Transmission Type

- Automatic
- Manual

### Brake Performance

- Excellent
- Good
- Fair
- Poor

### Steering Operation

- Smooth
- Noticeable Play
- Difficult Steering

### Notes on Mechanical Components

Write something...

## Hydraulic System

Inspection of hydraulic hoses, cylinders, and pump for leaks and proper function.

### Hydraulic Fluid Level Check

Write something...

### Hydraulic Fluid Condition (Color, Smell, Contamination)

Write something...

### Hydraulic Oil Pressure (PSI)

Enter a number...

### Hose Condition

- Good
- Minor Wear
- Significant Wear/Damage
- Leaking

### Cylinder Condition

- Good
- Minor Leakage
- Significant Leakage
- Sticking/Slow Movement

### Pump Performance

- Normal
- Noisy
- Reduced Flow
- Erratic Operation

### Any Hydraulic Leaks Observed (Location & Description)

Write something...

## Maintenance Records Review

Review of previous maintenance logs to identify recurring issues and schedule follow-up work.

### Last Scheduled Maintenance Date

Enter date...

### Operating Hours Since Last Maintenance

Enter a number...

### Summary of Previous Maintenance Issues

Write something...

### Were any recurring issues noted?

Yes

No

### (If Yes) Describe Recurring Issues

Write something...

### Date of Next Scheduled Maintenance

Enter date...

### Estimated Operating Hours Until Next Maintenance

### Upload Previous Maintenance Log (Optional)

 Upload File