



Warehouse Forklift And Material Handling Equipment Maintenance Checklist 2026

Pre-Shift Safety Inspection

Critical visual and functional checks to be performed by operators before starting the work shift to ensure immediate operational safety.

Inspection Date

Enter date...

Forklift ID/Asset Number

Write something...

Operator Name

☐ Shift A

☐ Shift B

☐ Shift C

Visual Pre-Start Checks

- ☐ No visible leaks under vehicle
- ☐ Tires free of large debris/damage
- ☐ Forks are not cracked or bent
- ☐ Battery connections are secure

Hour Meter Reading

Enter a number...

Observed Deficiencies or Notes

Write something...

Operator Signature

Battery and Electrical System Maintenance

Detailed inspection of battery terminals, water levels, charging cables, and electrical wiring integrity to prevent electrical failures.

Inspection Date

Enter date...

Battery Water Level Status

- ☐ Adequate
- ☐ Low
- ☐ Needs Refill

Battery Terminal Condition

- ☐ Clean/No Corrosion
- ☐ Corrosion Detected
- ☐ Loose Connection

Electrical Component Checklist

- ☐ Charging Cable Integrity
- ☐ Connector Plug Condition
- ☐ Fuse Box Inspection
- ☐ Wiring Harness Condition

Voltage Reading (V)

Enter a number...

Observed Electrical Issues or Notes

Write something...

Photo of Battery Terminal/Cables

 Upload File

Technician Signature

Hydraulic and Lift Mechanism Inspection

Verification of hydraulic fluid levels, hose condition, cylinder seals, and mast functionality to ensure stable lifting capabilities.

Hydraulic Fluid Level

- ☐ Adequate
- ☐ Low
- ☐ Critical/Refill Required

Hydraulic Hose Condition

- ☐ No visible leaks or cracks
- ☐ Minor weeping noted
- ☐ Damaged/Replace immediately

Lift Cylinder Leakage

- ☐ None detected
- ☐ Slight seepage
- ☐ Active leak detected

Mast Chain Tension (mm)

Observations and Defect Details

Write something...

Photo of Hydraulic Leaks/Damage

 Upload File

Tires, Wheels, and Braking System

Assessment of tire wear, tread integrity, lug nut tightness, brake pad thickness, and hydraulic brake responsiveness.

Tire Condition Assessment

- ☐ Good
- ☐ Worn
- ☐ Damaged/Chunking
- ☐ Needs Immediate Replacement

Tire Pressure (PSI)

Enter a number...

Brake Pedal Responsiveness

- ☐ Responsive
- ☐ Spongy/Soft
- ☐ Ineffective

Wheel Lug Nut & Rim Inspection Notes

Write something...

Photo of Tire/Brake Condition

 Upload File

Inspector Verification

Mast, Chains, and Carriage Components

Lubrication and structural inspection of lift chains, forks, carriage assembly, and load backrest to prevent mechanical fatigue.

Lift Chain Tension Status

- ☐ Proper Tension
- ☐ Loose/Slack
- ☐ Needs Adjustment

Mast Chain Lubrication Level

- ☐ Adequate Lubrication
- ☐ Dry/Insufficient
- ☐ Requires Greasing

Fork Condition

- ☐ No Visible Cracks
- ☐ Surface Wear Detected
- ☐ Structural Damage/Crack

Mast Chain Wear Measurement (mm)

Enter a number...

Observations of Carriage or Mast Wear

Write something...

Upload Photos of Component Damage

 Upload File

Fluid Levels and Leak Detection

Monitoring of engine oil, transmission fluid, coolant, and hydraulic oil levels, along with checking for any visible leaks under the chassis.

Engine Oil Level Status

- ☐ Optimal
- ☐ Low
- ☐ Requires Top-up
- ☐ Critical/Empty

Hydraulic Fluid Level

- ☐ Normal
- ☐ Low
- ☐ Needs Refill

Coolant Level Check

- ☐ Adequate
- ☐ Low
- ☐ Insufficient

Detected Leaks Location

- ☐ Hydraulic Cylinder
- ☐ Engine Block
- ☐ Transmission
- ☐ Radiator/Hoses
- ☐ Brake Lines

Leak Description and Severity

Write something...

Photos of Observed Leaks

 Upload File

Steering and Control Interface

Testing of steering responsiveness, steering wheel condition, horn functionality, and all hydraulic control levers/pedals.

Steering Wheel Condition

- ☐ Excellent
- ☐ Good
- ☐ Needs Repair
- ☐ Critical/Unsafe

Horn Functionality

- ☐ Working Properly
- ☐ Failing/Weak
- ☐ Non-Functional

Control Lever Responsiveness

- ☐ Smooth Operation
- ☐ Stiff/Hard to Move
- ☐ Sticky/Jamming

Safety Warning Devices Check

- ☐ Backup Alarm
- ☐ Strobe/Warning Light
- ☐ Audible Alert

Observations and Discrepancies

Write something...

Inspector Verification

Safety Features and Warning Devices

Functional testing of backup alarms, strobe lights, seatbelt tensioners, and emergency kill switches.

Backup Alarm Functionality

- ☐ Operational
- ☐ Non-Operational
- ☐ Needs Repair

Strobe/Warning Light Status

- ☐ Working
- ☐ Dim/Flickering
- ☐ Broken/Missing

Horn Functionality

- ☐ Audible and Clear
- ☐ Low Volume/Muffled
- ☐ Inaudible

Seatbelt and Restraint Condition

- ☐ Intact and Functional
- ☐ Frayed/Damaged
- ☐ Missing

Safety Device Defect Details

Write something...

Safety Inspector Verification

Structural and Chassis Integrity

Comprehensive check for cracks, dents, or deformations in the overhead guard, frame, and counterweight.

Overhead Guard Condition

- ☐ No visible damage
- ☐ Minor dent/wear
- ☐ Structural crack detected
- ☐ Requires immediate repair

Chassis and Frame Integrity

- ☐ Intact
- ☐ Corrosion present
- ☐ Deformation/Bending noted

Notes on Structural Defect Observations

Write something...

Damage Photo Evidence

 Upload File

Inspector Verification

Post-Maintenance Log and Documentation

Final verification of all repairs performed, parts replaced, and official sign-off by the maintenance supervisor.

Date of Maintenance Completion

Enter date...

Technician Name

Write something...

Maintenance Type Performed

- ☐ Routine Inspection
- ☐ Emergency Repair
- ☐ Preventative Servicing
- ☐ Parts Replacement

Detailed Summary of Repairs and Observations

Write something...

Upload Service Invoice or Parts Receipt

 Upload File

Technician Signature

< Previous

> Next

🏁 Finish

 Generate Sample Report