



Forklift Pre-Operational Check

(Power Turned Off)

Name: _____

Dept: _____

Date: _____

Make: _____

Hours Used: _____

Serial #: _____

Overall Check – Outside the Forklift				
Checklist Items	Yes	No	Follow-up	Comments
Leaks –Signs of fluid leaks under or around forklift.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Structural Components – Tightly secured, no broken welds, free from dents, damage, excessive rust, corrosion, and wear.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Rims – Free of distortions and cracks. Nuts in place and tightened.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tires – Sufficient tread and free from cuts, gouges, and foreign objects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tilt Cylinder/Lift Chain – Bolts in place and tightened for cylinders. Chain in good condition and lubricated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mast/Strip Surfaces – Sliding surfaces and rollers are free from cracks and excessive wear. Rollers move smoothly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Backrest/Extension – In good condition, free of distortion, cracks, other defects, and excessive rattle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Forks – Free of cracks/defects. Both forks are same height and position when setting on ground. Fork tips not worn thin.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Assist Grip – No visible signs of damage or cracking. Screws in place/tightened.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overhead Guard – Bolts are in place and tightened. Guard is free of bent or cracked sections. Overhead view is not obstructed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Light Covers – Clean and not cracked or missing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hydraulic Fluid – Fluid at proper level. No signs of overflow or leaks. Cap in place and secure. Hose fittings and cylinders are in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Engine Oil – Full on dipstick, no leaks, and filler cap is secure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fuel – No leaks, tanks are secure, no visible signs of damage to tank, valves, or hoses and fuel at proper level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Battery – In good condition, not leaking, and free of damage. Electrolyte at proper level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overall Check – Seated Position				
Checklist Items	Yes	No	Follow-up	Comments
Seat Assembly – Slides freely forward and back. Lever holds seat in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Seat Belt - Easily extends from and re-tracks into holder. Belt is free of cuts, brakes, or tears. Buckle securely fastens.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Parking Brake - Lever moves freely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steering Wheel - Securely mounted to steering column and free from damage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pedals – Covers installed and free from binding or rubbing when depressed or released.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Levers – In good condition and work without binding or restriction. Rubber boots installed and free of cracks/breaks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Instrument Panel – Cover in place and good condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Decals/Labels/Capacity Plates - In good condition and legible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operator's Manual – Available, in good condition and placed in the holder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	