



Platform Truck Daily Check Sheet

Base	Yes	No	Notes
Frame			
Are there any dents, chips or tears in the steel?			
Is the steel free from rust and excessive imperfections?			
Are the corner spigots present, and firmly secured?			
Do the corner spigots still have the retaining tabs on the bottom?			
Is the fill material (board, plastic, steel) still present and in good condition; free from rust, rot or damage?			
Are all welds still in good condition, free from cracks or rust?			
Fixings			
Where fitted, are endcaps still present and undamaged?			
Handles and Side Panel Components			
Handles			
Is there excessive play in the handle?			
Is the handle free from any dents, rust or deep scratches?			
Are there any bends in the handle not present at point of manufacture?			



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Handles and Side Panel Components	Yes	No	Notes
Corner Posts			
Where fitted, are the corner posts secure without excessive wear?			
Are the corner posts free from rust, dents or deep scratches?			
Are the corner post channels straight, free from rust and free from damage?			
Side Panels			
Are the side panels still straight?			
Is there excessive play in the side panels when fitted?			
Are there any dents, signs of rust or deep scratches present in the frame for the side panels?			
If plastic infill, is the plastic still in good condition without cracks or breaks?			
If plastic infill, are all rivets still present and free from rust or damage?			
If mesh infill, are there any signs or rust or corrosion?			
If mesh infill, are there any breaks or damage to the welds?			



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Wheels and Castors	Yes	No	Notes
Solid Rubber Tyres			
Is there any excessive wear on the tyres?			
Are there any tears or cracks in the rubber?			
Pneumatic Tyres			
If pneumatic, are there any bulges?			
If pneumatic, are the tyres correctly inflated?			
Rims			
Are there any chips or dents in the rim?			
If steel, is there any rust or corrosion?			
Castor Forks			
Are the forks straight?			
Are there any scratches or dents in the metal?			
Is there any rust or corrosion?			



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Wheels and Castors	Yes	No	Notes
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<i>Fixings</i>			
Is the main axle bolt secure and free of rust?			
Are the four bolts that affix the castor to the frame firmly secured and free of rust?			
Are the nuts on any bolts secure and free of rust?			

<i>General</i>			
Do the wheels roll smoothly?			
Is there any ingress caught in the bearings, such as string, grass or dirt?			
Is there excessive play in the bearings?			
Are all welds still in good condition and free from cracks or rust?			

If you have noted any of the above problems or have any other concerns about your sack truck, take immediate action and contact your engineer or supervisor. Any of the above problems can be dangerous to the operator and could damage any goods being carried.

Please note any other issues which have been viewed here;

Date of Inspection _____ Operators Signature _____



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