



# RR - RD - RS 3000 Series Model 3000 & 3500

# Planned Maintenance Inspection Report

Customer \_\_\_\_\_

Dealer \_\_\_\_\_

Date	Hr. Meter Reading(s)	Make	Serial No.	Customer P.O. No.			
<table border="1"> <tr> <td style="width: 33%;"> <b>1. VISUAL INSPECTION</b>            A. Oil Leaks            B. Overhead Guard            C. Mast Assembly            D. Forks            E. Sideshifter            F. Tilt &amp; Reach Mechanism            G. Load Backrest            H. Operator Compartment Pads            I. Floorboard            J. Brake Pedal            K. Steering Tiller            L. Safety Shield            M. Battery Retainers            N. Tire &amp; Wheel Conditions              • Load Wheels, L.H. &amp; R.H.              • Caster Wheels &amp; Lug Bolts              • Drive Tire &amp; Lug Bolts            O. Lift Chain            P. Hose(s)            Q. Control Cable(s)            R. Monitoring Switch(es)            S. Bent or Damaged Parts            T. Safety Labels/Decals, Capacity &amp; Data Plates in Place  <b>2. BATTERY &amp; CABLES</b>            A. Battery Condition            B. Electrolyte Level            C. Water Added            D. Battery Retainer            E. Battery Retainer Condition            F. Cable Condition            G. Battery Connector Condition            H. Battery Spacer            I. Battery Rollers Condition  <b>3. CLEAN &amp; LUBRICATE</b>            A. Blow Dust &amp; Dirt Off Truck            B. Blow Low Pressure Over All Electrical Panels            C. Lubricate All Zerk Fittings            D. Brake Linkages            E. Steering Gears &amp; Chain            F. Gears &amp; Linkage of Multi-function Control            G. Mast Channel &amp; Roller Assemblies            H. Brake Pedal Pivot            I. Floorboard Pivot            J. Battery Rollers            K. Lift Cylinder Guide (TT)            L. Mast Free Lift Stud (TL)            M. Lubricate Lift Chains            N. Lubricate Sideshifter            O. Lubricate Tilt &amp; Reach Mechanism            P. Lubricate Door Latch &amp; Hinges            Q. Floating Floorboard (Model 3500)         </td> <td style="width: 33%;"> <b>4. HYDRAULIC PUMP(S) &amp; MOTOR(S)</b>            A. Mounting Secure            B. Cable Connections            C. Hose(s) &amp; Fitting(s)            D. Leaks            E. Brushes &amp; Armatures            F. Blow Brush Dust From Motor(s)            G. Pump Operation            H. Apply Armorall or Clear Guard To Mast Cables &amp; Hoses  <b>5. DRIVE UNIT</b>            A. Lubricant Level            B. Leaks            C. Motor Mounting Secure            D. Motor Cable Connections            E. Brush &amp; Armature            F. Blow Brush Dust From Motor            G. Mounting to Undercarriage Secure            H. Lug Bolts            I. Articulation Stop Bolts Inspect &amp; Adjust            J. Pump Operation  <b>6. POWER CABLES &amp; CONTROL WIRING</b>            A. Power Cable Conditions            B. Power Cable Connections            C. Wiring Conditions            D. Wiring Connections            E. Wiring Harness Connectors  <b>7. CONTACTOR PANEL &amp; POWER CONTACTORS</b>            A. F &amp; R Tip Condition            B. F &amp; R Switch Operation            C. Pump &amp; 1A Power Tip Condition            D. Pump Switch Operation            E. Sequence Control Box Secure            F. Sequence Control Box Connectors            G. Field Weakening Contactor (FW)  <b>8. BRAKES</b>            A. Fluid Level &amp; Condition (Use DOT 5 Type Fluid)            B. Pedal Operation            C. Brake Switch Adjustment            D. Brake Adjustment, Drive &amp; Caster <b>(a)</b>            E. Slave Cylinder Leaks            F. Master Cylinder Leaks            G. Brake Lines            H. Brake Shoes            I. Brake Drums, Drive &amp; Caster            J. Brake Fluid Reservoir  <b>9. STEERING</b>            A. Power Steering Operation            B. Torque Generator            C. Pump &amp; Motor Secure         </td> <td style="width: 33%;"> <b>9. STEERING (Continued)</b>            D. Brush &amp; Armature Condition            E. Steering Chain Adjustment            F. Steering Shaft Secure  <b>10. HYDRAULIC SYSTEM</b>            A. Oil Level &amp; Condition            B. Leaks            C. Breather Cap            D. Hoses &amp; Fittings            E. Filter  <b>11. MAST ASSEMBLY</b>            A. Roller &amp; Tracking - Wear or Damage            B. Height Switch(es)            C. Lift Chain Condition(s) - Wear            D. Lift Chain Adjustment(s)            E. Cylinders &amp; Mount Condition              • Lift              • Reach              • Tilt              • Sideshift            F. Mounting Bolts to Power Unit Secure            G. Control Cable(s)            H. Poly Stops/Bumpers            I. TT Mast Cylinder Stabilizing Pins, Only Units With 240 in. (6100mm) of Lift Height &amp; Over            J. Cylinder Wear Pad (Model 3500)            K. Sideshifter - Wear or Damage            L. Tilt &amp; Reach Mechanism - Wear or Damage  <b>12. FREEZER CONDITION TRUCKS</b>            A. Heater Operation (Circuitry)            B. Heater Operation (Cab)            C. Wiring Condition  <b>13. OPERATIONAL CHECK &amp; TEST DRIVE</b>            A. Overhead Guard Display            B. Horn            C. Power Unit Console Indicator Lights            D. Power Disconnect            E. Power Steering Operation            F. Verify Brake Operation            G. Stopping Distance <b>(a)</b>            H. Plugging <b>(b)</b>            I. Lift, Tilt &amp; Reach Operation            J. Sideshift Operation            K. Attachment Operation            L. Creep Speed <b>(b)</b>            M. 1A Contactor Operation            N. Mast Height Switch Operation            O. Directional Switch Operation            P. Multi-function Control            Q. Rated Capacity            R. Dome Light            S. Work Lights            T. Fan (Overhead Guard)            U. Battery Retainer Switches            V. Power Unit Cooling Fan (Model 3500)  <b>14. WIPE OFF TRUCK &amp; CLEAN AREA</b> </td> </tr> </table>					<b>1. VISUAL INSPECTION</b> A. Oil Leaks B. Overhead Guard C. Mast Assembly D. Forks E. Sideshifter F. Tilt & Reach Mechanism G. Load Backrest H. Operator Compartment Pads I. Floorboard J. Brake Pedal K. Steering Tiller L. Safety Shield M. Battery Retainers N. Tire & Wheel Conditions • Load Wheels, L.H. & R.H. • Caster Wheels & Lug Bolts • Drive Tire & Lug Bolts O. Lift Chain P. Hose(s) Q. Control Cable(s) R. Monitoring Switch(es) S. Bent or Damaged Parts T. Safety Labels/Decals, Capacity & Data Plates in Place <b>2. BATTERY &amp; CABLES</b> A. Battery Condition B. Electrolyte Level C. Water Added D. Battery Retainer E. Battery Retainer Condition F. Cable Condition G. Battery Connector Condition H. Battery Spacer I. Battery Rollers Condition <b>3. CLEAN &amp; LUBRICATE</b> A. Blow Dust & Dirt Off Truck B. Blow Low Pressure Over All Electrical Panels C. Lubricate All Zerk Fittings D. Brake Linkages E. Steering Gears & Chain F. Gears & Linkage of Multi-function Control G. Mast Channel & Roller Assemblies H. Brake Pedal Pivot I. Floorboard Pivot J. Battery Rollers K. Lift Cylinder Guide (TT) L. Mast Free Lift Stud (TL) M. Lubricate Lift Chains N. Lubricate Sideshifter O. Lubricate Tilt & Reach Mechanism P. Lubricate Door Latch & Hinges Q. Floating Floorboard (Model 3500)	<b>4. HYDRAULIC PUMP(S) &amp; MOTOR(S)</b> A. Mounting Secure B. Cable Connections C. Hose(s) & Fitting(s) D. Leaks E. Brushes & Armatures F. Blow Brush Dust From Motor(s) G. Pump Operation H. Apply Armorall or Clear Guard To Mast Cables & Hoses <b>5. DRIVE UNIT</b> A. Lubricant Level B. Leaks C. Motor Mounting Secure D. Motor Cable Connections E. Brush & Armature F. Blow Brush Dust From Motor G. Mounting to Undercarriage Secure H. Lug Bolts I. Articulation Stop Bolts Inspect & Adjust J. Pump Operation <b>6. POWER CABLES &amp; CONTROL WIRING</b> A. Power Cable Conditions B. Power Cable Connections C. Wiring Conditions D. Wiring Connections E. Wiring Harness Connectors <b>7. CONTACTOR PANEL &amp; POWER CONTACTORS</b> A. F & R Tip Condition B. F & R Switch Operation C. Pump & 1A Power Tip Condition D. Pump Switch Operation E. Sequence Control Box Secure F. Sequence Control Box Connectors G. Field Weakening Contactor (FW) <b>8. BRAKES</b> A. Fluid Level & Condition (Use DOT 5 Type Fluid) B. Pedal Operation C. Brake Switch Adjustment D. Brake Adjustment, Drive & Caster <b>(a)</b> E. Slave Cylinder Leaks F. Master Cylinder Leaks G. Brake Lines H. Brake Shoes I. Brake Drums, Drive & Caster J. Brake Fluid Reservoir <b>9. STEERING</b> A. Power Steering Operation B. Torque Generator C. Pump & Motor Secure	<b>9. STEERING (Continued)</b> D. Brush & Armature Condition E. Steering Chain Adjustment F. Steering Shaft Secure <b>10. HYDRAULIC SYSTEM</b> A. Oil Level & Condition B. Leaks C. Breather Cap D. Hoses & Fittings E. Filter <b>11. MAST ASSEMBLY</b> A. Roller & Tracking - Wear or Damage B. Height Switch(es) C. Lift Chain Condition(s) - Wear D. Lift Chain Adjustment(s) E. Cylinders & Mount Condition • Lift • Reach • Tilt • Sideshift F. Mounting Bolts to Power Unit Secure G. Control Cable(s) H. Poly Stops/Bumpers I. TT Mast Cylinder Stabilizing Pins, Only Units With 240 in. (6100mm) of Lift Height & Over J. Cylinder Wear Pad (Model 3500) K. Sideshifter - Wear or Damage L. Tilt & Reach Mechanism - Wear or Damage <b>12. FREEZER CONDITION TRUCKS</b> A. Heater Operation (Circuitry) B. Heater Operation (Cab) C. Wiring Condition <b>13. OPERATIONAL CHECK &amp; TEST DRIVE</b> A. Overhead Guard Display B. Horn C. Power Unit Console Indicator Lights D. Power Disconnect E. Power Steering Operation F. Verify Brake Operation G. Stopping Distance <b>(a)</b> H. Plugging <b>(b)</b> I. Lift, Tilt & Reach Operation J. Sideshift Operation K. Attachment Operation L. Creep Speed <b>(b)</b> M. 1A Contactor Operation N. Mast Height Switch Operation O. Directional Switch Operation P. Multi-function Control Q. Rated Capacity R. Dome Light S. Work Lights T. Fan (Overhead Guard) U. Battery Retainer Switches V. Power Unit Cooling Fan (Model 3500) <b>14. WIPE OFF TRUCK &amp; CLEAN AREA</b>
<b>1. VISUAL INSPECTION</b> A. Oil Leaks B. Overhead Guard C. Mast Assembly D. Forks E. Sideshifter F. Tilt & Reach Mechanism G. Load Backrest H. Operator Compartment Pads I. Floorboard J. Brake Pedal K. Steering Tiller L. Safety Shield M. Battery Retainers N. Tire & Wheel Conditions • Load Wheels, L.H. & R.H. • Caster Wheels & Lug Bolts • Drive Tire & Lug Bolts O. Lift Chain P. Hose(s) Q. Control Cable(s) R. Monitoring Switch(es) S. Bent or Damaged Parts T. Safety Labels/Decals, Capacity & Data Plates in Place <b>2. BATTERY &amp; CABLES</b> A. Battery Condition B. Electrolyte Level C. Water Added D. Battery Retainer E. Battery Retainer Condition F. Cable Condition G. Battery Connector Condition H. Battery Spacer I. Battery Rollers Condition <b>3. CLEAN &amp; LUBRICATE</b> A. Blow Dust & Dirt Off Truck B. Blow Low Pressure Over All Electrical Panels C. Lubricate All Zerk Fittings D. Brake Linkages E. Steering Gears & Chain F. Gears & Linkage of Multi-function Control G. Mast Channel & Roller Assemblies H. Brake Pedal Pivot I. Floorboard Pivot J. Battery Rollers K. Lift Cylinder Guide (TT) L. Mast Free Lift Stud (TL) M. Lubricate Lift Chains N. Lubricate Sideshifter O. Lubricate Tilt & Reach Mechanism P. Lubricate Door Latch & Hinges Q. Floating Floorboard (Model 3500)	<b>4. HYDRAULIC PUMP(S) &amp; MOTOR(S)</b> A. Mounting Secure B. Cable Connections C. Hose(s) & Fitting(s) D. Leaks E. Brushes & Armatures F. Blow Brush Dust From Motor(s) G. Pump Operation H. Apply Armorall or Clear Guard To Mast Cables & Hoses <b>5. DRIVE UNIT</b> A. Lubricant Level B. Leaks C. Motor Mounting Secure D. Motor Cable Connections E. Brush & Armature F. Blow Brush Dust From Motor G. Mounting to Undercarriage Secure H. Lug Bolts I. Articulation Stop Bolts Inspect & Adjust J. Pump Operation <b>6. POWER CABLES &amp; CONTROL WIRING</b> A. Power Cable Conditions B. Power Cable Connections C. Wiring Conditions D. Wiring Connections E. Wiring Harness Connectors <b>7. CONTACTOR PANEL &amp; POWER CONTACTORS</b> A. F & R Tip Condition B. F & R Switch Operation C. Pump & 1A Power Tip Condition D. Pump Switch Operation E. Sequence Control Box Secure F. Sequence Control Box Connectors G. Field Weakening Contactor (FW) <b>8. BRAKES</b> A. Fluid Level & Condition (Use DOT 5 Type Fluid) B. Pedal Operation C. Brake Switch Adjustment D. Brake Adjustment, Drive & Caster <b>(a)</b> E. Slave Cylinder Leaks F. Master Cylinder Leaks G. Brake Lines H. Brake Shoes I. Brake Drums, Drive & Caster J. Brake Fluid Reservoir <b>9. STEERING</b> A. Power Steering Operation B. Torque Generator C. Pump & Motor Secure	<b>9. STEERING (Continued)</b> D. Brush & Armature Condition E. Steering Chain Adjustment F. Steering Shaft Secure <b>10. HYDRAULIC SYSTEM</b> A. Oil Level & Condition B. Leaks C. Breather Cap D. Hoses & Fittings E. Filter <b>11. MAST ASSEMBLY</b> A. Roller & Tracking - Wear or Damage B. Height Switch(es) C. Lift Chain Condition(s) - Wear D. Lift Chain Adjustment(s) E. Cylinders & Mount Condition • Lift • Reach • Tilt • Sideshift F. Mounting Bolts to Power Unit Secure G. Control Cable(s) H. Poly Stops/Bumpers I. TT Mast Cylinder Stabilizing Pins, Only Units With 240 in. (6100mm) of Lift Height & Over J. Cylinder Wear Pad (Model 3500) K. Sideshifter - Wear or Damage L. Tilt & Reach Mechanism - Wear or Damage <b>12. FREEZER CONDITION TRUCKS</b> A. Heater Operation (Circuitry) B. Heater Operation (Cab) C. Wiring Condition <b>13. OPERATIONAL CHECK &amp; TEST DRIVE</b> A. Overhead Guard Display B. Horn C. Power Unit Console Indicator Lights D. Power Disconnect E. Power Steering Operation F. Verify Brake Operation G. Stopping Distance <b>(a)</b> H. Plugging <b>(b)</b> I. Lift, Tilt & Reach Operation J. Sideshift Operation K. Attachment Operation L. Creep Speed <b>(b)</b> M. 1A Contactor Operation N. Mast Height Switch Operation O. Directional Switch Operation P. Multi-function Control Q. Rated Capacity R. Dome Light S. Work Lights T. Fan (Overhead Guard) U. Battery Retainer Switches V. Power Unit Cooling Fan (Model 3500) <b>14. WIPE OFF TRUCK &amp; CLEAN AREA</b>					

**IMPORTANT: Refer to Service Manual, Service Bulletins & other pertinent technical publications for details on inspection, lubrication & adjustment.**

**(a)** See applicable service manual for brake adjustment procedures and recommended stopping distances.

**(b)** See applicable service manual for proper settings.

**Comments:** \_\_\_\_\_

Codes	
√ = O.K.	R = Repair
A = Adjust	U = Urgent

**Authorized Signature** \_\_\_\_\_ **Serviceman** \_\_\_\_\_