



Maintenance Check List :
Luggage Trolleys

Unit 19, Bulleigh Barton Farm, Ipplepen, Newton Abbot, Devon, TQ12 5UA

Tel: 01803 875222

www.handle-it.com

Check	Pass	Fail
CHASSIS/FRAME		
Check Chassis/Frame for Dents/Bends/Tears/Deformation		
Check for Broken/Cracked Welds		
Check Chassis/Frame for Corrosion		
Check for Sharp Edges, Cut Hazards		
Check all Nuts and Bolts are Tight		
FIXINGS		
Are all Nuts and Bolts Present and Tight?		
HANDLES AND GRIPS		
Is there excessive play in the handle?		
Are the hand grips present and in good condition?		
Are there any bends in the handle not present at point of manufacture?		
WHEELS		
Is there any excessive wear on the tyres?		
Are there any tears or cracks in the rubber?		
Check bolts securing the rim are present and tight?		
Do the wheels run smoothly?		
CASTORS		
Do the wheels run smoothly?		
Is there any debris caught in the wheel or bearings?		
Is there excessive play/wear in the castor?		
Are the forks straight?		
Are there any scratches or dents in the metal?		
Is there any rust or corrosion?		
Is the main axle bolt secure and free of rust?		
Are the bolts that fix the castor to the frame secure?		
BRAKING SYSTEMS (If fitted)		
Is the deadman brake system effective?		
TRAINING/COMPETENCE		
Have the operators received adequate training?		

Checks Completed By _____

Date _____