

2.5 TONNE MANUAL PALLET TRUCK USER MANUAL

Equipment Description

The 2.5 Tonne Manual Pallet Truck is a robust and reliable material handling solution designed for moving palletised loads safely and efficiently. Featuring a maintenance-free hydraulic pump, ergonomic rubber-coated handle, smooth entry rollers, and overload protection, it is ideal for warehouses, workshops, distribution centres, retail stores, and industrial environments.

Intended Use

The pallet truck is suitable for:

- Moving palletised goods
- Warehouse operations
- Distribution centres
- Retail stock movement
- Workshop material handling
- Manufacturing facilities
- General goods transportation on level surfaces

The pallet truck is intended for transporting loads on pallets and is not designed for lifting personnel.

Technical Specifications

Item	Specification
Equipment Type	Manual Pallet Truck
Maximum Capacity	2,500 kg
Fork Width	540 mm
Fork Length	1,150 mm
Steering Arc	210°
Pump Type	Leak-Proof Hydraulic Pump
Handle Type	Ergonomic Rubber-Coated Handle
Lowering Control	Hand Lever and Foot Pedal
Overload Protection	Integrated Relief Valve
Entry Rollers	Fitted
Applications	Warehousing, Logistics, Retail and Industrial Use

Safety Information

Before Use

- Read and understand this manual before operation.
- Inspect the pallet truck for damage.
- Ensure wheels and rollers are in good condition.
- Verify hydraulic system operates correctly.
- Confirm load weight does not exceed 2,500 kg.
- Ensure travel route is clear.

Do Not

- Exceed the rated load capacity.
- Carry passengers.
- Use on steep slopes.
- Operate with damaged wheels or forks.
- Place hands or feet beneath raised forks.
- Leave loads unattended in raised positions.

Personal Protective Equipment

Operators should wear:

- Safety footwear
- Protective gloves
- High-visibility clothing where required

Pre-Use Inspection

Check the following before each use:

- Fork condition
- Wheels and rollers
- Hydraulic pump operation
- Handle controls
- Lowering mechanism
- Signs of oil leakage
- Frame integrity
- Overload valve condition

Do not use if any defects are found.

Operating Instructions

Raising the Forks

1. Move the control lever to the "Raise" position.
2. Pump the handle up and down.
3. Continue pumping until the load is lifted sufficiently.
4. Ensure the load remains stable.

Lowering the Forks

1. Move the control lever to the "Lower" position.
2. Lower the load slowly and under control.
3. Ensure the area beneath the load is clear.

Moving a Load

1. Insert forks fully beneath the pallet.
2. Raise the pallet sufficiently for transport.
3. Pull or push the pallet truck carefully.
4. Travel at a controlled speed.
5. Avoid sudden turns or impacts.

Parking

1. Lower forks fully to the ground.
 2. Store in a safe location.
 3. Remove any obstructions from the area.
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Safe Working Practices

- Keep loads centred on the forks.
 - Travel with the load as low as possible.
 - Maintain clear visibility.
 - Avoid uneven surfaces where possible.
 - Take care when turning with heavy loads.
 - Never exceed the rated capacity.
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Load Handling Guidelines

- Ensure pallets are in good condition.
 - Distribute loads evenly.
 - Secure unstable loads before moving.
 - Avoid shock loading.
 - Do not move damaged pallets.
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Maintenance

Daily

- Inspect forks and frame.
- Check wheel condition.
- Verify hydraulic operation.
- Clean dirt and debris from equipment.

Weekly

- Check all fasteners.
- Inspect rollers and bearings.
- Check lowering controls.

Monthly

- Inspect hydraulic system.
 - Check for oil leaks.
 - Conduct full equipment inspection.
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Troubleshooting

Forks Will Not Raise

Possible Causes:

- Low hydraulic oil
- Air in hydraulic system
- Damaged pump

Forks Lower Slowly

Possible Causes:

- Hydraulic restriction
- Faulty lowering valve
- Mechanical damage

Difficult Steering

Possible Causes:

- Damaged wheel bearings
- Debris around wheels
- Excessive load weight

Oil Leakage

Possible Causes:

- Damaged seals
- Loose fittings
- Hydraulic system wear

Remove from service and contact Kells Hire if faults persist.

Storage

- Store on a level surface.
 - Lower forks completely.
 - Keep equipment clean and dry.
 - Protect from excessive moisture.
 - Store away from vehicle routes when not in use.
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Emergency Procedures

If equipment becomes unsafe:

1. Stop operation immediately.
 2. Lower any raised load safely.
 3. Isolate the equipment.
 4. Prevent further use.
 5. Report the fault to Kells Hire.
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Contact Information

Kells Hire

Phone: +353 46 928 0752

Email: hiredesk@kellshire.ie

Website: www.kellshire.com

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