

# F Series Preventive Maintenance and Schedule Checklist



MATERIAL HANDLING SOLUTIONS

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*The VRC requires minimal attention on a regular basis. Make sure all steps are completed. A record of regular, properly conducted preventive maintenance provides a running history of any issues the VRC may have. The reports will identify trends, and help anticipate expected wear and tear repairs. Sign and return to PFlow Industries, Inc. Product Support Department via e-mail to [psd@pflow.com](mailto:psd@pflow.com)*

✓	Action	How Often
	Verify overall operation.	monthly
	Verify that all level stops are flush with the floor level. Adjust as necessary.	monthly
	Verify that all areas under and around the VRC are clean.	monthly
	Verify that all gates and interlocks are functioning properly.	monthly
	Verify that all electrical components are undamaged.	monthly
	Verify that all gates and enclosures are undamaged and properly installed.	monthly
	Verify that all push-button stations and e-stops are functioning on each level.	monthly
	Identify any unsafe condition. Document and report the condition immediately to the customer and then PFlow Industries, Inc. Product Support Department. Do not allow the lift to operate when unsafe conditions arise.	monthly
	Verify that all nuts and bolts are tight. Adjust as necessary.	3 months
	Verify that all moving components are functioning properly.	3 months
	Inspect and lubricate all chains (e.g., lift, drive, tensioner, gate) with non-detergent, petroleum-based SAE 30 oil. Inspect for wear, rust, bent, cracked, or binding links.	3 months
	Inspect limit switches and operation. Adjust as necessary.	3 months
	Verify that the lift chain sprocket position is centered over the chain tube. Adjust the position if necessary. Tighten and torque setscrews.	3 months
	Verify that the drive sprocket position is aligned with the face of the column sprocket. Adjust the position if necessary. Tighten and torque setscrews.	3 months
	Inspect all additional options and accessories (e.g., DeckLocks, maintenance pins) and operation. Adjust as necessary.	3 months
	Inspect the wheelblock guide rollers for rotation interference and wear.	3 months
	Verify that all electrical connections are tight.	3 months
	Verify that all tensioners are properly adjusted. Adjust as necessary.	3 months
	Verify that the carriage is level. Adjust as necessary.	6 months
	Inspect all welding, bracing, and anchoring for structural integrity.	6 months
	Inspect all chain sprockets for wear.	6 months
	Grease the pillow block bearings on the drivebase with lithium axle grease. Add Loctite Blue #242 to the setscrews and tighten.	6 months
	Inspect the motor and brake. Measure and record the air gap on the brake.	12 months
	Remove the wheelblocks. Inspect the wheelblocks and safety cams for deterioration.	12 months

## Additional Notes or Follow-up Requirements

Customer signature:	Date work completed:
Name/Phone:	Authorized Technician(s):
Title:	Name:
E-mail:	Name: