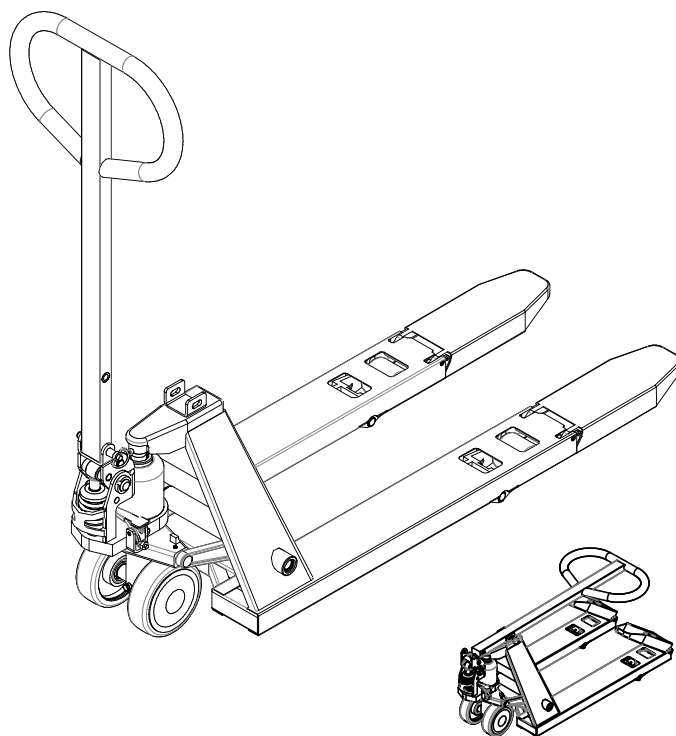


# MF Mini Foldable Hand Pallet Truck

- Operation Manual



- Note: 1. The use, maintenance and repair of the truck must be done according to the requirements of the manufacturer.  
 2. Do not modify the truck or install any accessories to ensure the safety.  
 3. Due to the light service weight of the truck, the fork might not lower automatically when it is lifted to the highest. In the case, make it lower by shaking the truck body slightly.

## 1. Application

- 1.1 The mini foldable hand pallet truck is a kind of low-profile pallet truck used to handle pallets. It features with its smooth lifting, simple and safe operation.  
 1.2 It shall be used on the ground, which is non-slippery, hard, flat and free of potholes and obstacles.  
 1.3 Ambient light: at least 50 lux.  
 1.4 Turning radius of the truck is 792mm.

## 2. Main parameters

Load capacity	kg	1000
Max lifting height	mm	150
Lowered fork height	mm	60
Height, without handle	mm	368
Fork length, unfolded	mm	800
Fork length, folded	mm	563
Fork overall width	mm	380
Steering wheel size	mm	Φ127
Fork roller size	mm	Φ58
Noise level at operator's ear, according to DIN12053	dB	<70
Service weight	kg	30

## 3. Operation

- 3.1 As shown in Figure 1, pull out the pin shaft 2 and rotate the handle 1 to the upright position.  
 3.2 As shown in Figure 2, insert the pin shaft 2 into the press frame 3 and fix the handle 1.

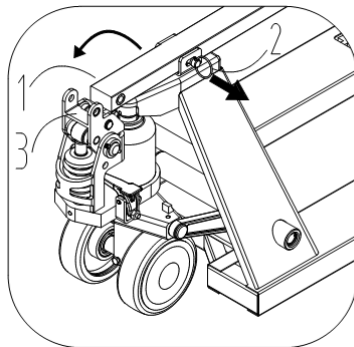


Figure 1

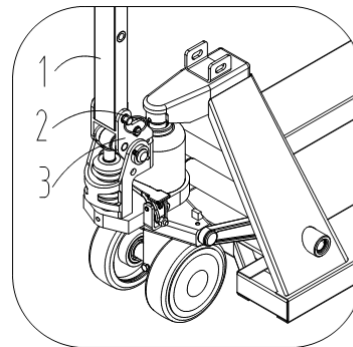


Figure 2

- 3.3 As shown in Figure 3, there is function of lifting, neutral and lowering of the truck.  
 3.4 As shown in Figure 4, step on point A to lift the lever plate 4, which makes the truck ready to lift, then move the handle to lift the fork.  
 3.5 As shown in Figure 4, slightly step on the point B to make the lever plate 4 at the neutral position. Now move the handle, the truck neither would lift nor lower. The truck is able to handle pallets in neutral.  
 3.6 As shown in Figure 4, step hard on point B to lower the lever plate 4, which makes the truck ready to lower, then move the handle to lower the fork.

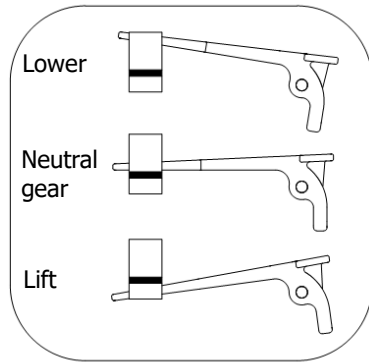


Figure 3

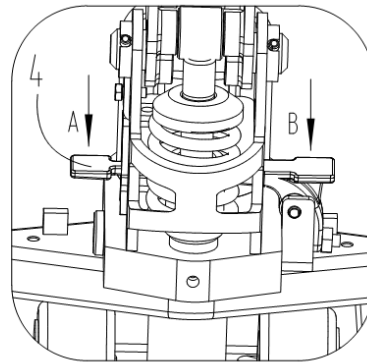


Figure 4

#### 4. Truck debugging

- 4.1 After the truck is assembled, operate the control lever plate in different positions to test whether the truck lifts neutral and lowers normally.
- 4.2 As shown in Figure 5, the screw 5 and nut 6 installed on the lever plate 4 is used to adjust the functions of the truck. When the truck body lifts and lowers immediately, turn the screw 5 counterclockwise for about half a turn and then test it again until it can lift normally. If the truck body cannot lower after lift, turn the screw 5 clockwise for about half a turn and then test it again until it can lower normally. Nut 6 is used to lock which should be loosened before adjustment and locked after adjustment.



Figure 5

#### 5. Operating instructions

- 5.1 Before use, make sure that the weight of the goods does not exceed the rated load of the truck by 1000kg.
- 5.2 As shown in Figure 6, the fork tip 7 is foldable which enables the truck to work in a narrower place.

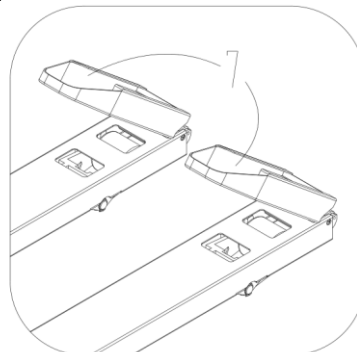


Figure. 6

5.3 The load center distance is 400mm, as shown in Figure 7; when using, it is prohibited to load the goods whose load center is beyond the truck's load center distance.

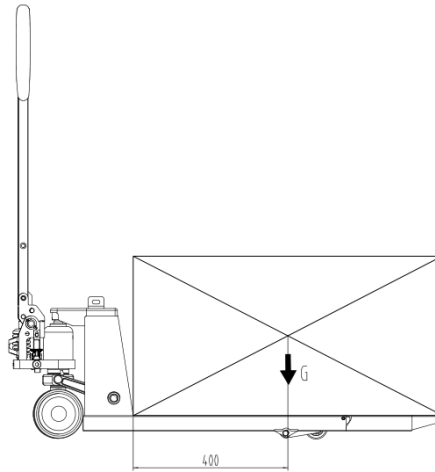


Figure. 7

5.4 Correct loading mode is shown in Figure 8.

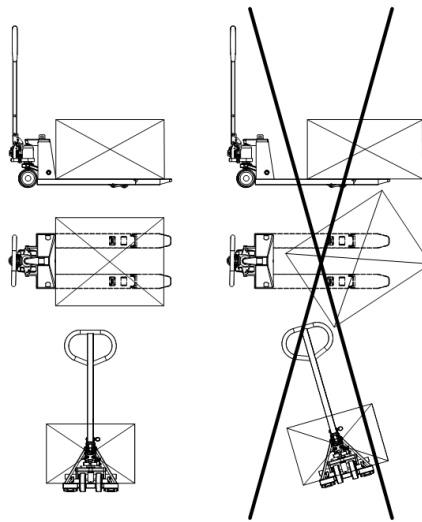


Figure 8

## 6. Precautions and safety specifications

- 6.1 Work clothes, safety shoes and gloves should be worn when operating the truck.
- 6.2 The truck should be locked properly to prevent it from moving during transportation,
- 6.3 Move the truck slowly to ensure safety when it is used inside a moving vehicle.
- 6.4 Do not park the truck in emergency passages.
- 6.5 Operate the truck carefully when handling goods on a slope and make sure that the operator operates above the slope.
- 6.6 Put the forks to the lowest level when parking.
- 6.7 Do not park the truck on a slope.
- 6.8 Do not park the truck in places that hinder traffic or affect work.
- 6.9 Do not use the trucks in the rain.
- 6.10 Do not sit or stand on the truck to operate the truck.
- 6.11 Do not turn the truck on a slope.
- 6.12 When stacking goods, the goods should not be too high, so as to avoid the danger that the goods will fall or the truck will overturn during handling.
- 6.13 Do not transport personnel by the truck.
- 6.14 Make sure there is no personnel around the operating area to avoid sudden failure of the moving truck and possible casualties.
- 6.15 Before going into an elevator, make sure that the elevator can bear the total load of the truck and goods, the total weight of the operator and other people on the elevator. When entering the

elevator, be sure to let the load enter first, not the operator. When the load or truck enters or leaves the elevator, other people are not allowed to stay in the elevator.

6.16 The truck should be stored in a dry and ventilated environment.

## 7. Check before use

If the truck is not used for a long time, the hydraulic system may suck in air, which can be eliminated as follows:

First, loosen the screw on the back of the pump and press the lever plate 4 to the lower position by hand, then move the handle 4-6 times in full, and then loosen the lever plate. If necessary, repeat the above process several times until it works properly, and then tighten the screws on the back of the pump.

## 8. Hydraulic oil

The required hydraulic oil for the oil pump is about 150ml (or 0.15Kg). ISO oil standard is adopted, 32 # is adopted when the ambient temperature is -5 ~ 40°C, and low-temperature working oil is adopted when the ambient temperature is -35 ~ -5°C.

## 9. Maintenance and maintenance

Make routine inspection every day, eliminate abnormal phenomena in time, and don't use faulty trucks to prolong the service life. If there is a fault, please ask a professional to solve it, and if parts need to be replaced, order them from the manufacturer. Add motor oil to each rotating joint once every three months, pay special attention to the wheels and shafts not to be entangled by sundries, and keep all wheels rotating lightly to meet the safety requirements. Each repair shall be recorded in the following table:

### Maintenance and repair records

Use date:

Date	Fault	Replacement parts	Signature

## 10. Possible faults and trouble shooting

S/N	Fault	Possible causes	Trouble shooting
1	Insufficient lift	Insufficient hydraulic oil	Add proper filtered working oil.
2	Lower is not in place	1. Too much hydraulic oil. 2. The rotating part is deformed and stuck. 3. The plunger is stuck with the guide rod screw sleeve.	1. Drain working oil to proper amount. 2. change the part
3	Forks do not lower after they lift.	1. Abnormal unloading device 2. Parts deformation and damage	1. Re-adjust the unloading device. 2. Replace the deformed parts.

4	Hydraulic oil leakage	<ol style="list-style-type: none"> <li>1. Oil seal failure</li> <li>2. The surface of individual parts is slightly damaged or worn.</li> <li>3. Loose joint</li> </ol>	<ol style="list-style-type: none"> <li>1. Replace oil seal.</li> <li>2. Replaced parts</li> <li>3. Re-tighten loose parts.</li> </ol>
5	Fork does not lift.	<ol style="list-style-type: none"> <li>1. The viscosity of working oil is too high, or working oil is not injected.</li> <li>2. There are impurities in the oil</li> <li>3. Unloading device abnormal</li> </ol>	<ol style="list-style-type: none"> <li>1. Change working oil</li> <li>2. Remove impurities in the oil circuit and update the working oil.</li> <li>3. See 4.2.to re-adjust the unloading device.</li> </ol>
6	When the handle is shaken, the fork lifts and then lowers immediately, and the handle has a large rebound, or the fork lifts and then lowers obviously.	The valve is stuck by sundries	Open the valve, take out and clean the parts, and then reinstall them.

## 11. Waste disposal

Pay attention to environmental protection and deal with the hydraulic oil according to relevant local laws and regulations.

## 12. Warning ☺

- 12.1 Read the instructions before operating and master the performance of the truck.
- 12.2 When stepping on the lever plate to control the lower, step on it slowly, so that the truck body will lower slowly. Do not step on the lever plate violently, which will cause damage to the truck and goods!
- 12.3 Do not shake the handle in a rapid and high frequency manner!
- 12.4 Do not load heavy objects on the forks rapidly!
- 12.5 Don't overload, when overloaded, the car will not work normally!
- 12.6 The center of gravity of the goods should be between the two forks, and the partially loaded goods may roll over after being lifted!
- 12.7 Do not load loose or unstable goods!
- 12.8 Don't put the goods on the truck body for a long time!
- 12.9 When the truck is not working, keep the fork in the lowest position!
- 12.10 It is forbidden to carry people, and it is forbidden to walk on the ground while standing on the fork! Never put any part of people under a heavy object!
- 12.11 Do not operate unspecified parts!
- 12.12 The truck must be used, maintained and repaired according to the manufacturer's instruction manual. It is not allowed to change the truck or install accessories without making sure that the truck is still safe!
- 12.13 Trucks can't be used in places with insufficient lighting!
- 12.14 The handle cannot be turned to the right angle to park!
- 12.15 The truck cannot be used as a car jack!
- 12.16 The end of the fork cannot be used as a lever to lift goods!
- 12.17 Trucks cannot be used in situations where there is unintentional danger of moving!
- 12.18 Trucks are not allowed to come into direct contact with food!
- 12.19 Trucks should not be used in the place with explosion danger!
- 12.20 When operating the truck, the operator should pay attention to the danger that the foot and any part of the body might be crashed.
- 12.21 The use, maintenance and repair of the truck must be in accordance with the requirements of the manufacturer.