



**JLG Industries, Inc.**  
 1 JLG Drive  
 McConnellsburg, PA 17233-9533

An Oshkosh Corporation Company

## SCISSOR LIFT Annual Machine Inspection Report

JLG Account Holder Name & Address

Product Owner/User Name & Address

**Serial Number:** \_\_\_\_\_  
**Machine Model:** \_\_\_\_\_  
**Hourmeter Reading:** \_\_\_\_\_  
**Previous Inspection Date** \_\_\_\_\_

**Customer No. :** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Owner  User  
 \_\_\_\_\_  
 \_\_\_\_\_

**ANNUAL MACHINE** . . . . . The Owner must perform an Annual Machine Inspection of this machine no later than 13 months from the date of the prior Annual Machine Inspection. This Annual Machine Inspection is to be performed by a mechanic qualified on the specific make and model of aerial work platform.

Check each item below. (Refer to Operators & Safety, Service & Maintenance Manuals for specific information regarding inspection procedures and criteria.) Indicate in the appropriate space as each item has been performed. If the item is found to be not acceptable, describe each discrepancy in the comments space at the bottom of the form. Use additional paper if necessary. Immediate action must be taken to correct all discrepancies. The Owner shall not place the machine in service until all discrepancies have been corrected.

Y=Yes (Passed) N=No (Failed) C=Corrected NA=Not Applicable	Y	N	C	NA
<b>FUNCTIONS &amp; CONTROLS</b>				
1. All joystick/toggle controls return to "off" or neutral position when released.				
2. Detents properly lock controls in place. Check condition of control enclosures and protective boots/guards.				
3. Emergency stop switches at the ground & platform control stations arrest all platform movements.				
4. Lift, drive & speed cut-outs operate properly.				
5. Manual descent/auxiliary power system operates properly.				
6. Function enable system operates properly. (Disables functions within 3 seconds). (If equipped)				
7. Brakes operate properly.				
<b>PLATFORM ASSEMBLY</b>				
1. Platform installed & secure.				
2. Midrail chain or gate installed & latches properly.				
3. Extend deck properly installed & functions properly, locks at full extension & retraction.				
4. Platform guardrails & floor in place, secure & undamaged.				
5. Platform roll pins installed properly. Fold-down rails (if equipped) installed properly. No loose or missing parts.				
<b>SCISSOR ARMS</b>				
1. Scissor arms free of damage, cracks and distortion.				
2. Safety prop installed & operational.				
3. Inspect all nuts, bolts, shafts, shields, bearings, & locking devices for proper installation, tightness, excessive wear, cracks or distortion.				
4. Cylinder pins, bearings & attaching hardware secure, undamaged, no excessive wear.				
5. Arm pins, bearings, and attaching hardware secure, undamaged, no excessive wear.				
6. Arm pads & sliding blocks secure & undamaged, no excessive wear.				

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<b>CHASSIS</b>				
1. Wheel rim nuts torqued properly.				
2. Proper tires installed.				
3. Tires free of gouges and excessive wear, no cords showing and if pneumatic, properly inflated. Tire bead properly seated around rim.				
4. Oscillating axle & lockout cylinders operate properly. (If applicable)				
5. Steer, drive & axle components secure & undamaged.				
6. Leveling jacks or stabilizers operate properly. (If applicable)				
7. Hydraulic tray & battery/engine compartment covers, open & latch properly.				
8. Pothole Protection system deploys & retracts properly.				
9. Static strap is in place. (If applicable)				
<b>POWER SYSTEM</b>				
1. Engine idle, throttle & RPM set properly.				
2. Correct batteries installed.				
3. Battery fluid levels correct.				
4. Battery charger scrolls through diagnostics when plugged in.				
5. Batteries accept charge.				
6. Air & fuel filter clean.				
7. Coolant & fuel level correct.				
8. Fuel cap tight & vent open.				
9. Exhaust system free of leaks. (Gas/diesel units only)				
<b>HYDRAULIC/ELECTRICAL SYSTEM</b>				
1. All cylinders free of leaks and damage.				
2. All areas around hydraulic components (pump, oil lines, reservoir) free of oil, no evidence of leaks.				
3. Hydraulic filter clean.				
4. Hydraulic oil level in tank and torque hubs correct.				

Y=Yes (Passed) N=No (Failed) C=Corrected NA=Not Applicable	Y	N	C	NA
<b>HYDRAULIC/ELECTRICAL SYSTEM (continued)</b>				
5. Hydraulic tank cap tight & vent open.				
6. All hydraulic fittings & lines secure, free of damage, chafing & leaks.				
7. All electrical connections tight, no corrosion or abrasions.				
8. Instruments, switches, gauges, horn & lights operate properly.				
9. Switches & controls sealed properly.				
10. All hydraulic pressures properly adjusted.				
<b>MANUALS &amp; DECALS</b>				
1. ANSI/SIA Manual of Responsibilities in manual storage box.				
2. Operators & Safety Manual in manual storage box.				
3. AEM Handbook in manual storage box.				
4. Capacity decals in place, secure & legible, at both platform & ground stations.				
5. All safety & instructional decals installed, secure & legible.				
<b>GENERAL</b>				
1. Lift is free of unauthorized modifications or additions.				
2. Paint and overall appearance.				
3. Applicable Safety Bulletins completed.				
4. Inspect general structural condition including all welds.				
5. Grease and lubricate per Service & Maintenance Manual.				
6. Drive & operate machine to test all machine functions.				
7. If ownership has changed complete attached Owner Update form and sent to JLG.				
<b>COMMENTS:</b>				

The undersigned certifies that this machine has been inspected, per each area of inspection, and any and all discrepancies have been brought to the attention of the Owner/User, and that all discrepancies have been corrected prior to any further use of this machine.

JLG Account Holder: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      Owner/User: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Authorized Signature                      Printed Signature                      Date                      Authorized Signature                      Printed Signature                      Date