

# TAIL LIFT CHECK SHEET

Tail Lift Pre-Use Check

DO THIS CHECK ON YOUR PHONE

Photos, signatures and defect alerts built in.

Free 14-day trial: [automaue.com/free-check-sheets](https://automaue.com/free-check-sheets)



## PAPER CHECKLIST

Tick one box for every item. Report defects before use.

### CHECK DETAILS

Driver name \_\_\_\_\_  
Date DD / MM / YYYY \_\_\_\_\_  
Start time HH : MM \_\_\_\_\_  
Location \_\_\_\_\_

### VEHICLE

Registration \_\_\_\_\_  
Make / model \_\_\_\_\_  
Odometer \_\_\_\_\_  
Trailer reg \_\_\_\_\_

**How to fill in:** tick one box for each item. **Answers in red** are defects. Describe each one under Defects found and report it before the tail lift is used. A defect on an item marked **DANGEROUS** means the tail lift must not be used until it is repaired.

## CHECKLIST

| #                                     | Check                                                                                                                               | Answer                                                                                                               | Notes |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|-------|
| <b>Applicability and Working Area</b> |                                                                                                                                     |                                                                                                                      |       |
| 1                                     | Is a tail lift fitted to the selected vehicle and available for this pre-use inspection?                                            | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                             |       |
| 2                                     | Is the surrounding area clear, level and suitable for safe tail lift operation?                                                     | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |
| <b>Certification and Markings</b>     |                                                                                                                                     |                                                                                                                      |       |
| 3                                     | Is the current LOLER thorough examination or service label in date?<br><b>DANGEROUS</b>                                             | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b><br><input type="checkbox"/> <b>Unable to confirm</b> |       |
| 4                                     | Are safety decals, operating instructions and load capacity plate present and legible?                                              | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |
| <b>Platform and Safety Features</b>   |                                                                                                                                     |                                                                                                                      |       |
| 5                                     | Is the platform, bridge plate and load surface clean, secure and free from cracks, distortion, corrosion or slippery contamination? | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |
| 6                                     | Are platform locks, hinges, pins and pivot points secure with no excessive play?                                                    | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |
| 7                                     | Are guard rails, roll stops, toe guards and safety barriers present and working where fitted?                                       | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b> <input type="checkbox"/> Not applicable              |       |
| 8                                     | Are warning flags, lights, reflectors, alarms and platform edge markings present and working?                                       | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |
| <b>Hydraulics and Electrical</b>      |                                                                                                                                     |                                                                                                                      |       |
| 9                                     | Are there any hydraulic oil leaks, damaged hoses, loose fittings or damaged cylinders? <b>DANGEROUS</b>                             | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> No                                                      |       |
| 10                                    | Are electrical cables, isolation switch, control box and connectors secure and undamaged?                                           | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |
| <b>Controls and Operation</b>         |                                                                                                                                     |                                                                                                                      |       |
| 11                                    | Do all tail lift controls respond correctly and stop when released?<br><b>DANGEROUS</b>                                             | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>                                                      |       |

| #                           | Check                                                                                                                | Answer                                                          | Notes |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|-------|
| 12                          | Does the emergency stop or isolation control work correctly? <b>DANGEROUS</b>                                        | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b> |       |
| 13                          | Does the tail lift raise, lower, open and close smoothly without unusual noise, jerking or drift?                    | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b> |       |
| 14                          | Is the tail lift free from any other condition that could make it unsafe to use?                                     | <input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b> |       |
| <b>Outcome and Evidence</b> |                                                                                                                      |                                                                 |       |
| 15                          | Based on this inspection, should the tail lift be taken out of service until inspected or repaired? <b>DANGEROUS</b> | <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> No |       |
| 16                          | Upload photos of any tail lift damage, leaks, labels, missing markings or unsafe condition.                          | <input type="checkbox"/> Photos taken                           |       |

## DEFECTS FOUND

Describe every defect with the item number from the checklist. Use extra sheets if needed.

| Item # | Defect details | Severity                                                                                         | Reported to |
|--------|----------------|--------------------------------------------------------------------------------------------------|-------------|
|        |                | <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> Dangerous |             |
|        |                | <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> Dangerous |             |
|        |                | <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> Dangerous |             |
|        |                | <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> Dangerous |             |

### DRIVER DECLARATION

- ☐ No defects found  
☐ Defects found and reported above

Signature \_\_\_\_\_

Date / time \_\_\_\_\_

### OFFICE USE

Received by \_\_\_\_\_

Action taken \_\_\_\_\_

☐ Tail lift safe to use ☐ Off road until repaired

Signature / date \_\_\_\_\_

A pre-use check does not replace the LOLER thorough examination carried out by a competent person.