

## Operating instructions for **Hand pallet jack**



These operating instructions must be read thoroughly before use and followed.  
These operating instructions must be kept for future reference.

Translation of the original instructions.

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## 1. About these operating instructions and symbol description

The information in these instructions is labelled as follows:



**DANGER**

Warning of personal injury or environmental damage.



**IMPORTANT**

Warning of property damage.



**NOTE**

Additional information.

- Numbers in illustrations (1, 2, 3 ...) refer to the corresponding numbers in brackets (1), (2), (3) ... in the text next to the item numbers in the tables.
- Instructions for which the order must be followed are numbered (1, 2, 3, ...)
- Lists are marked with dots (•, •, ...)

## 2. Safety and accident prevention regulations

### 2.1 General safety instructions

- These operating instructions were prepared so that you can work safely with the equipment.
- People who are not familiar with these instructions should not perform these actions.
- Read these operating instructions thoroughly before use. Pay particular attention to the safety instructions.
- This manual is intended for people with basic technical knowledge in using equipment such as that described here.
- If you have no experience with such equipment, you should first get assistance from experienced persons.
- Keep all supplied documents with the equipment for future reference if required. Keep the purchase receipt for any warranty claims.
- If you lend or sell the equipment, supply all documentation with it.
- Observe the operating and maintenance instructions found in this manual.
- Children should be supervised to ensure that they do not play with the equipment.
- Mechanical maintenance should be performed at the prescribed intervals and to the prescribed extent.
- Following maintenance work, all dismantled protective devices must be properly reinstalled. The protective devices and their protective functions should be checked by a competent person before using the machine.

- Defective equipment must be repaired promptly in order to minimize the extent of damage and avoid endangering the safety of the equipment.
- The system components should only be used and operated under the conditions laid down in these operating instructions.
- Retrofits, changes or modifications to the equipment are strictly prohibited. They require consultation with and written approval of the manufacturer.
- If during operation (residual) hazards and risks become apparent which are not described in this manual, the operator is obliged to report this to the manufacturer.
- Never exceed the rated lifting weight.
- Use the pallet jack only on firm and level surfaces.
- Never operate or reach under a raised load if you have not taken additional precautionary measures to prevent the truck from rolling, slipping or tipping.
- Do not change the setting of the safety valve. Before each use check for proper functioning, especially the hydraulic oil level, and check for possible leaks.
- Under high pressure, escaping fluids (hydraulic oil) can penetrate the skin and cause serious injury! If injured contact a doctor immediately! Risk of infection!
- Before working on the hydraulic system, de-pressurise the system!
- The pallet jack must be used only at points which are prescribed in the relevant operating instructions.
- Keep all supplied documents with the equipment for future reference if required. Keep the purchase receipt for any warranty claims.
- If you lend or sell the equipment, supply all documentation with it.
- Observe the operating and maintenance instructions found in this manual.
- Children should be supervised to ensure that they do not play with the equipment.



## 2.2 Precautionary measures



- Perform setup, maintenance and cleaning work on the equipment only while wearing protective gloves to prevent injury from sharp parts.
- While working with and on the equipment, wear protective work shoes that fit well.
- Before each use always perform a visual and a function check of the equipment to identify damage and worn parts, and arrange for their repair by trained personnel before use.
- Before raising a load, make sure that the drain valve is closed.
- Ensure that the pallet jack is always on a solid and stable base before the load is lifted.
- Never work under a raised load supported only by the pallet jack.
- Lubricate all moving parts on the hydraulic jack regularly.
- If oil level is too low it should be replenished and the system bled before further use. Observe the instructions in this manual!
- The pallet jack may only be operated by persons 16 years or older. As an exception, use by a teenager is permitted in the course of training to attain skill under the supervision of an instructor!

## 3 Performance specifications

### 3.1 Intended use

The pallet jack has two fixed forks for holding pallets. Pumping the handle builds up pressure in the built-in hydraulic cylinder to raise the forks. Pressing the handling reduces the hydraulic pressure, and the forks go back down. When the handle is in the middle position the forks remain at their height and are secured against further movement.

The pallet jack should be used only to transport intrinsically stable objects, in particular pallets of various sizes.

Other loads, animals or humans must never be lifted or transported with the pallet jack. Vehicles should never be raised or moved using the pallet jack.

Never overload the pallet jack beyond the load specified in the following table.

The manufacturer shall not be liable for damages caused by failure to comply with generally accepted regulations as well as the instructions in this manual, including insufficient maintenance.

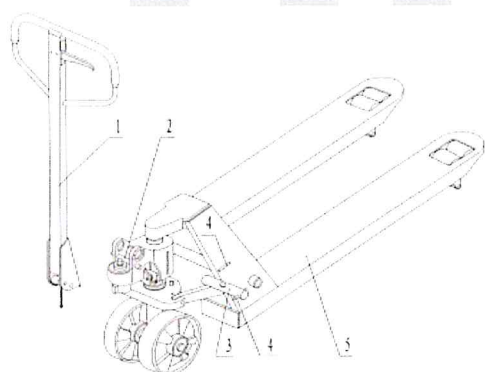
The manufacturer is not liable for any damages.

### 3.2 Technical specifications

Lifting capacity (kg)	2500	2500
Max. fork height (mm)	200 (oder 190)	
Min. fork height (mm)	85 (oder 75)	
Fork length (mm)	1150	1220
Total fork width (mm)	450/520/540/685	
Individual fork width (mm)	160	
Load wheel diameter (mm)	Ø82x70 (oder Ø74x70) Nylon, Polyurethane	
Steer wheel diameter (mm)	Ø200 (oder Ø180) Nylon, Polyurethane, Gummi	

## 4 Assembly

Minor assembly is required if you purchased the pallet jack in shipping packaging. You will need tools (hammer, pliers, wrench/spanner etc.), an arbour with hole (105), two roll pins (106) (one of which is in the arbour (105)). These items are in a plastic bag on the drawbar.



**Legend:**

- 1. Drawbar
- 2. Pin
- 3. Arbour with hole
- 4. Roll pin
- 5. Fork housing

Figure 1



**DANGER:** Insufficient stability and incorrect positioning of the pallet jack may cause the vehicle to overturn..

#### 4.1 Mounting the drawbar to the pump unit

- a. Put the drawbar on the pump piston (303). Using a hammer, insert the arbour with hole (105) into the joint from the right (see Fig. 2).
- b. Move the control lever (117 or 120G) to LOWER and then guide the adjusting nut (104), adjustment pin (103) and chain (102) through the hole in the arbour (105) by hand (see Fig 3).
- c. Press the drawbar (110, 110B or 111G) down and remove the pin.
- d. Move the control lever (117 or 120G) to the RAISE position. Lift the lever plate (319) with pin (2) and insert the adjustment pin (103) into the front slot of the lever plate (319). The adjusting nut (104) remains on the underside of the lever plate.
- e. The drawbar is now connected to the pump.



Figure 2

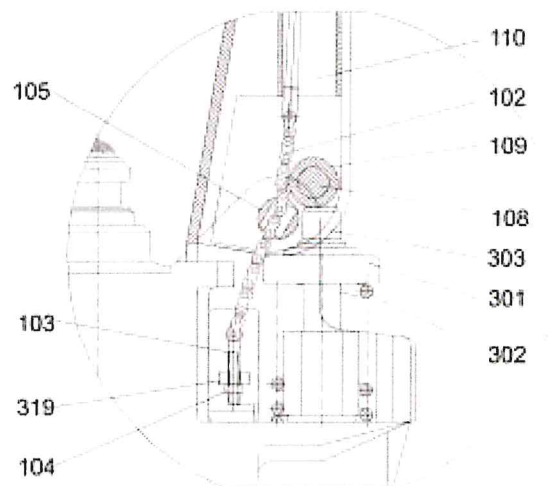


Figure 3

## 4.2 Adjusting the control

The control lever (117 or 120G) is at the top of the drawbar. It can be in three positions:

Raise forks	-	Lever down
Drive position	-	Lever in middle
Lower forks	-	Lever up



**NOTE:** If the control is out of adjustment for some reason, it can be adjusted as follows:.

- If pump movements cause the forks to go up when the lever is in DRIVE position, turn the adjusting screw (104) on the adjustment pin (103) or bolt (318) clockwise until the forks do not move during pump movement and the drive position works properly.
- If pump movements cause the forks to go down when the lever is in DRIVE position, turn the adjusting screw (104) or bolt (318) counter-clockwise until the forks no longer move.
- If the forks do not lower when the control lever (117 or 120G) is at LOWER, turn the nut (104) or bolt (318) clockwise until operating the control lever (117 or 120G) lowers the forks. Test the DRIVE function as described under 3.1 and 3.2 to make sure the nut (104) and bolt (318) are in the right position.
- If the forks do not go up when the lever is in RAISE position, turn the nut (104) or bolt (318) counter-clockwise until the forks rise when the lever is in RAISE position. Then test the LOWER and DRIVE lever positions as described under 3.1, 3.2 and 3.3..

## 5 Operating the hand pallet jack

### 5.1 Preparation before first use

After opening the packaging, check that all components are complete and undamaged. If

components are missing or damaged, contact your dealer immediately and use the device only after approval by the dealer.

- a) Before using, the operator should attentively read all the warnings and warning signs in these instructions and on the equipment.
- b) Use the device only on flat surfaces.
- c) Use the pallet jack only after you have checked that it is in proper condition. Pay special attention to the tyres and rollers, the drawbar, fork unit, lever plate etc.
- d) To pull the pallet jack, always move the control lever to the DRIVE position. This makes it easier to move the drawbar, and reduces the load on the hydraulic pump housing. This extends the life of the hydraulic seals and valves.
- e) When moving loads, no persons should be within 0.6 m of the unit.
- f) Do not move loads as shown in Fig. 5/B.
- g) Do not lift or move loads that exceed the maximum capacity.
- h) Be especially careful when operating the pallet jack in unfamiliar surroundings or conditions.

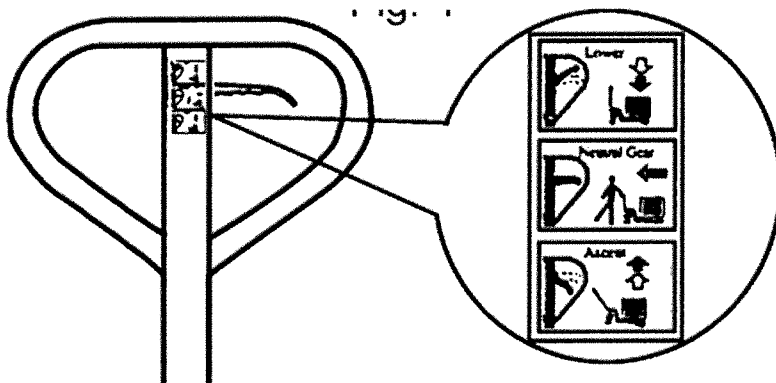


Figure 4



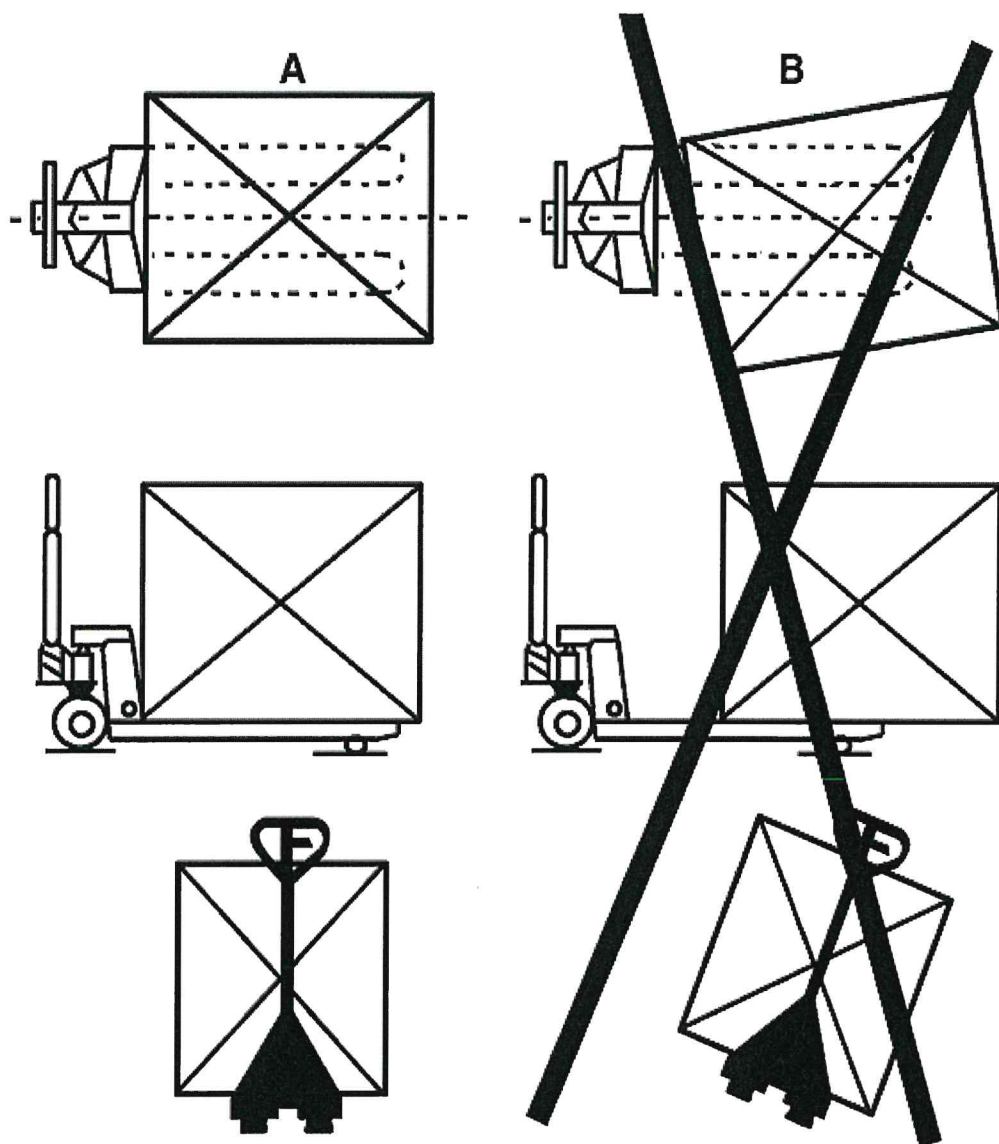


Figure 5

DE	DK	EN	F	I	NL	PL	
Bezeichnung	Betegnelse	Description	Désignation	Designazione	Benaming	Oznaczenie	Paletten-Hubwagen
Artikelnummer	Artiklenummer	Article number	Numéro d'article	Numero di articolo	Artikelnummer	Numer artykułu	4690040643
Typ	Type	Type	Construction	Tipo	Type	Typ	HPT-A25
Option	Løsning	Option	Option	Opzione	Optie	Opcja	PTP 540x1150
Leergewicht	Egenvægt	Net weight	Poids net	Vuoto superiore	Ledig gewicht	Ciężar	76 kg
Produktionsjahr	Produktionsår	Year of production	Année de production	Anno di produzione	Productiejaar	Rok budowy	
Serienummer	Partinummer	Serial Number	Numéro de série	Numero di serie	Serie nummer	Numer seryjny	
TREX.PARTS GmbH & Co. KG August-Otto-Str. 2 27419 Sittensen Germany				CE			

Figure 6: Manufacturer label

## 6 Maintenance and repair

### 6.1 General maintenance instructions

- Maintenance and repair work may be performed only by qualified personnel.
- Use only original spare and wear parts.
- Maintenance, cleaning and repair are permissible only when the pallet jack is not under load and the forks are lowered.
- If a paint touch-up is necessary, make sure not to obscure instruction and product signs. If necessary, replace them with original spare parts.
- Fasteners must be regularly checked for tightness, and tightened as necessary.
- Lightly lubricate all moving parts, depending on use, 1 to 2 times per month.



**DANGER:** Never perform different kinds of work at the same time and with multiple people.



**DANGER:** Failure to follow maintenance instructions can lead to serious accidents and malfunctioning.



**DANGER:** Do not let any body parts get between moving parts.



**IMPORTANT:** Non-compliance with the lubrication specifications can cause damage and malfunctioning.

The pallet jack is almost maintenance-free.

### 6.2 Oil

Check the oil level every 6 months. Use hydraulic oil per ISO VG32 with a viscosity of 30 mm<sup>2</sup>/s at 40°C. The amount is about 0.4l.

### 6.3 Bleeding

It is possible that air can get into the hydraulic oil during transportation or pump movement in vertical position. This can lead to the forks not going up when the lever is in RAISE position. To bleed out the air move the control lever (117 or 120G) to LOWER and move the drawbar up and down a few times.

### 6.4 Daily inspection and maintenance

Daily inspections minimise wear. Pay special attention to the wheels and axles, as cord or rags can get caught and block them. Always lower the forks without load after use.

### 6.5 Lubrication

All bearings and axles are factory-lubricated with a high quality long-life grease. Grease all lubrication points every month and especially after cleaning the pallet jack.

## 7 Storage and transport

Always keep the pallet jack in a dry and freeze-free room.

Check the condition of the pallet jack before storage and perform maintenance before taking it out of use, so it is ready quickly the next time you need it.

## 8 Disposal

The separate, environmentally friendly disposal of materials encourages recycling of materials. Therefore, after expiry of the normal service life, the equipment itself and all related components, including the lubrication, packaging and wear parts, should be disposed of at a recyclables collection plant.

Packaging, equipment and accessories are made of recyclable materials and should be disposed of accordingly.

If the equipment is no longer serviceable, make sure it is unusable before disposal.



**DANGER:** If you do not have the necessary expertise, engage a specialist for dismantling and disposal. INJURY HAZARD!

**!!! Always observe local disposal regulations !!!**

## 9 Dealing with problems

No.	Problem	Cause	Solution
1	The forks cannot be raised to the maximum height.	Insufficient hydraulic oil	Add oil
2	The forks cannot be raised.	Insufficient hydraulic oil The oil is dirty The nut (104) is too high and keeping the pump valve open Air in the hydraulic oil.	Add oil. Change oil. Adjust nut (104) or bolt (318) Bleed air
3	The forks cannot be lowered.	The piston rod (328) or pump (322) is defective due to uneven excessive loading. -The forks were left raised for an extended period of time and are rusted or seized up. The adjusting nut (104) or bolt (318) is not correctly adjusted.	Replace the piston rod (328) or pump. When not in use, leave the forks in the lowest position, and be careful to properly grease/lubricate the rod. Adjust the nut (104) or bolt (318).
4	Leakage	Seal kit worn or defective. Parts are cracked or worn down..	Replace.
5	The forks drop down although the valve has not been operated.	Dirt in the oil prevents the valve from closing all the way. Parts of the hydraulic unit	Change oil Inspect unit and replace damaged parts. Bleed air



		are damaged. There is air in the oil. Seal kit is worn or damaged. The nut (104) or bolt (318) is incorrectly adjusted.	Replace seal kit. Adjust nut (104) or bolt (318).
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## 10 EC declaration of conformity

The manufacturer,

**TREX.PARTS GmbH & Co. KG**  
**August-Otto-Str. 2**  
**27419 Sittensen**  
**Germany**

Hereby declares on ist sole responsibility that the Hand pallet jack

Type / Series idetification: AC25 and HPT-A (4690040643)

Is in conformity with the provision of

Machinery Directive 2006/42/EG

The product was developed in accordance with the following standards:

**EN ISO 3691-5:2015**

Technical documentation is kept by:

Mr Eike Viebrock  
 Wilhelm Fricke SE  
 Zum Kreuzkamp 7  
 27404 Heeslingen  
 Germany

The serial number and model year are shown on the type plate of the equipment.

**TREX.PARTS**  
**GmbH & Co. KG**

August-Otto-Str. 2 D-27419 Sittensen  
 Tel: (0 42 82) 63490-5055 Fax 63490-5059  
 E-Mail: [info@trex.parts](mailto:info@trex.parts)

Sittensen, 31.08.2020

C. Böttcher, Director



## 11 Warranty

The warranty terms of Wilhelm Fricke SE, as can be found in the sales documents and the current version of the Terms and Conditions, apply.

In case of questions, please contact the company's customer service line.

## 12 Addresses

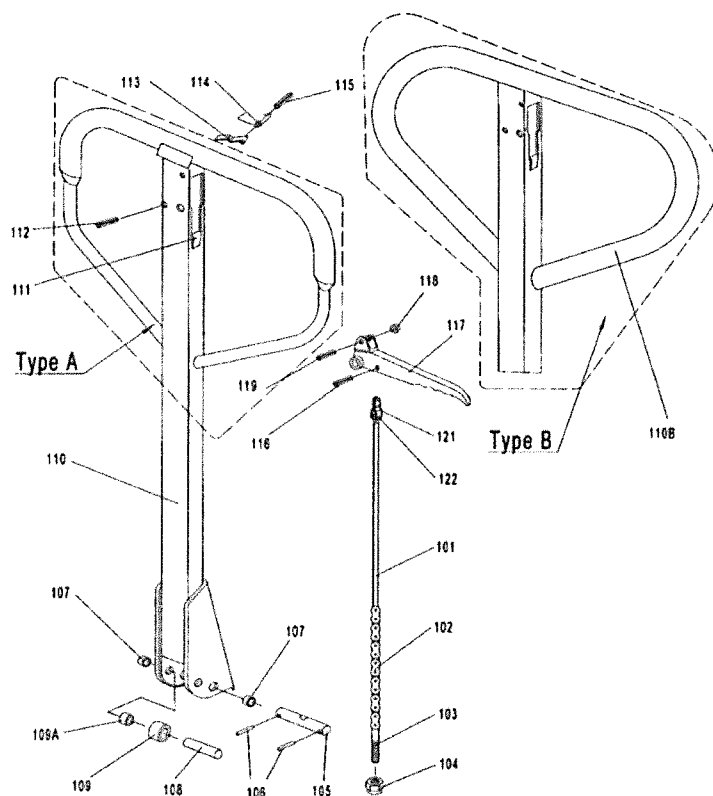
Sales /Customer Service/  
Spare parts sales:

Tel.: +49 (4282) 63490 5055  
Fax: +49 (4282) 63490 5059

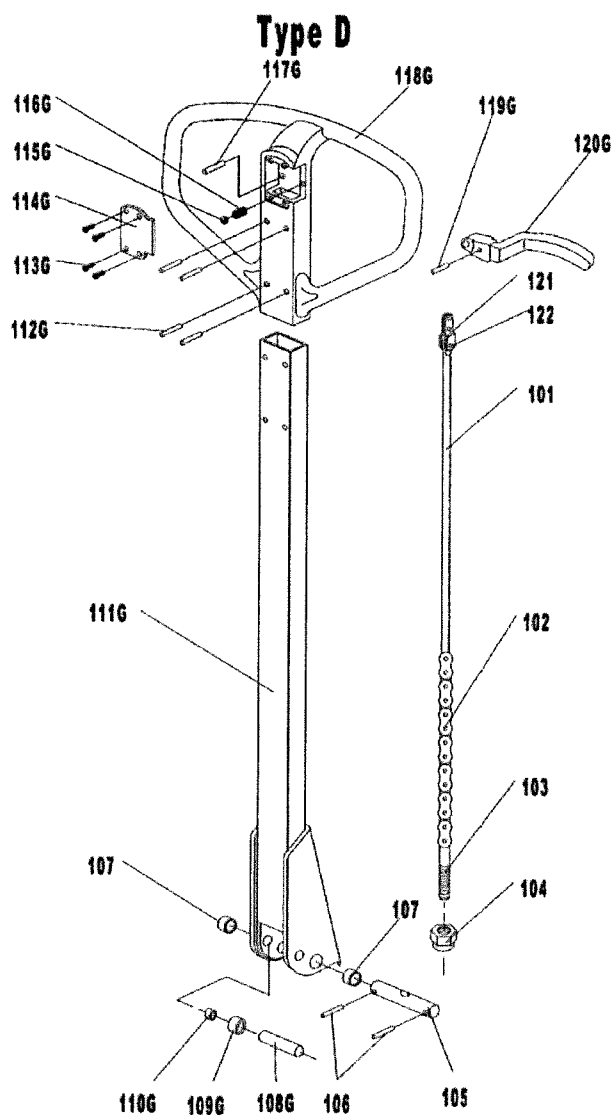
Postal and shipping address

TREX.PARTS GmbH & Co. KG  
August-Otto-Str. 2  
27419 Sittensen  
Germany

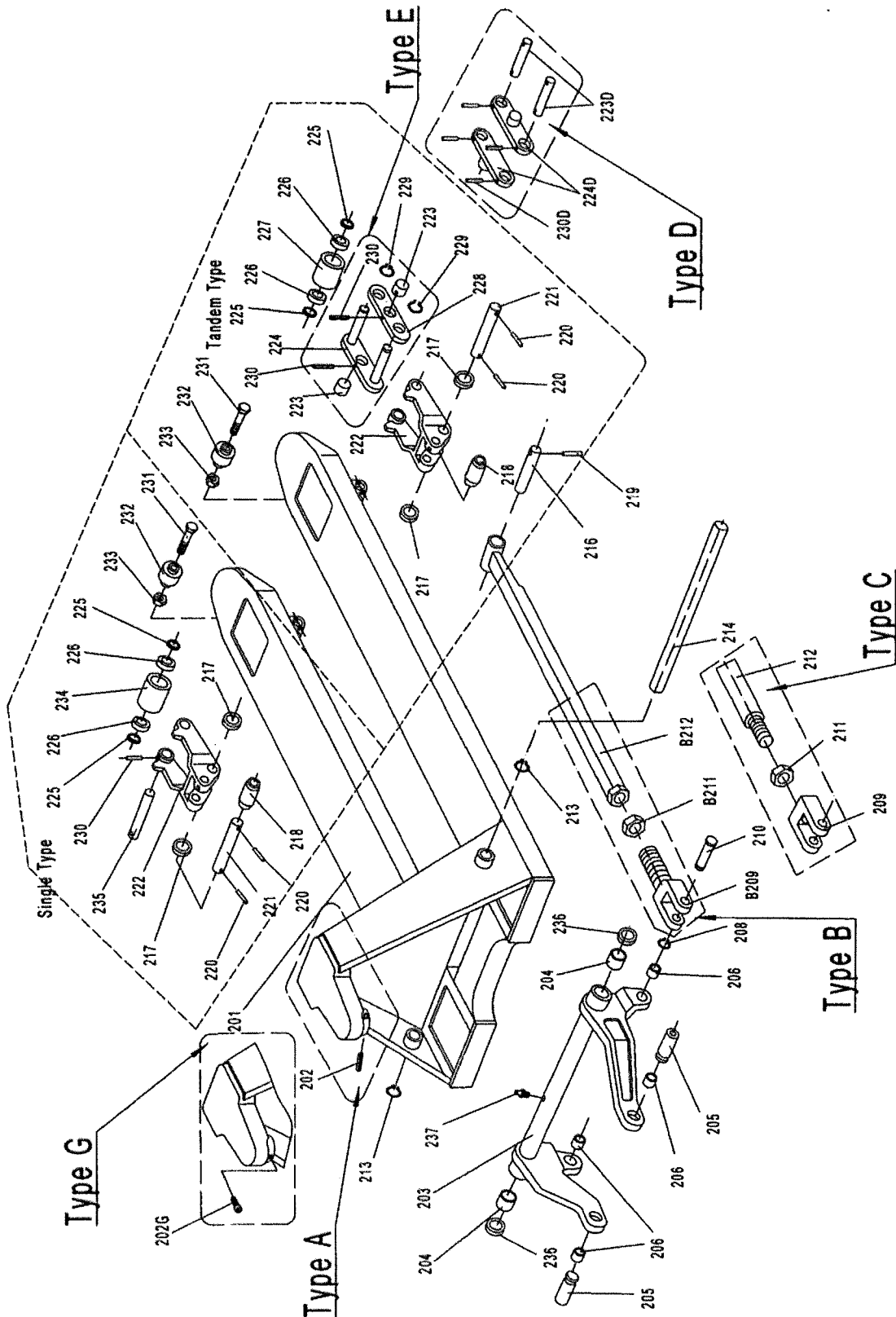
## 13 Spare parts lists



Nr.	Benennung	Anzahl	Bemerkung
101	Ablass-Stange	1	
102	Kette	1	
103	Einstellbolzen	1	
104	Stellmutter	1	
105	Achse mit Loch	1	
106	Spannstift	2	
107	Buchse	2	
108	Rollenbolzen	1	
109	Druckrolle	1	
109A	Buchse	1	
110	Deichsel	1	Für Typ A
110B	Deichsel	1	Für Typ B
111	Gummipuffer	1	
112	Spannstift	1	
113	Blattfeder	1	
114	Feder	1	
115	Spannstift	1	
116	Spannstift	1	
117	Bedienungshebel	1	
118	Rolle	1	
119	Spannstift	1	
120			
121	Zugplatte	1	
122	Stift	1	



Nr.	Benennung	Anzahl	Bemerkung	Nr.	Benennung	Anzahl	Bemerkung
101	Abläss-Stränge	1		113G	Schraube	4	Für Typ D
102	Kette	1		114G	Abdeckung	1	
103	Einstellbolzen	1		115G	Kugel	1	
104	Stellmutter	1		116G	Feder	1	
105	Achse mit Loch	1		117G	Stift	1	
106	Spannstift	2		118G	Griff	1	
107	Buchse	2		119G	Stift	1	
108G	Rollenbolzen	1	Für Typ D	120G	Bedienhebel	1	
109G	Druckrolle	1		121	Zugplatte	1	
110G	Buchse	1		122	Stift	1	
111G	Deichsel	1					
112G	Stift	4					



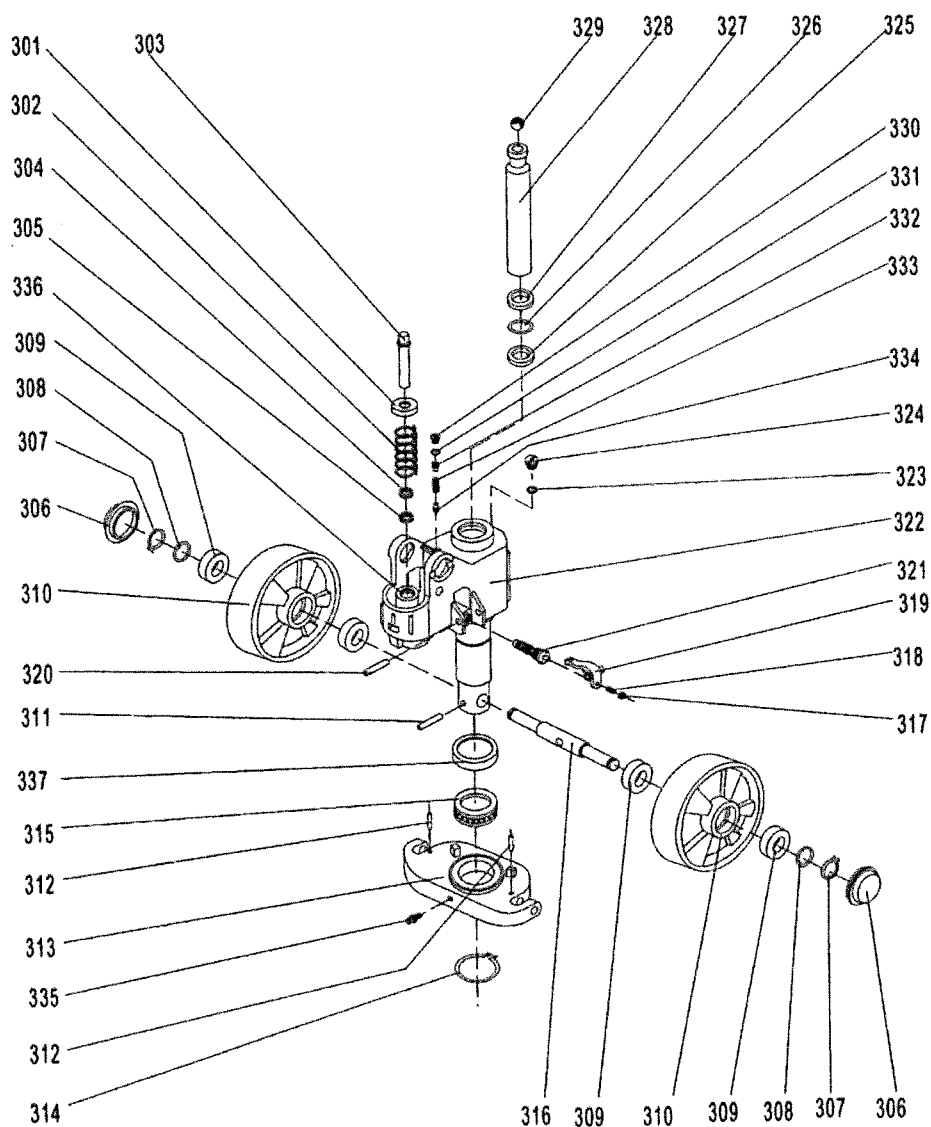


### LIST OF Rahmen

Nr.	Benennung	Anzahl	Bemerkung
201	Rahmen	1	
202	Spannstift	1	Für Typ A
202G	Bolzen	1	Für Typ G
203	Doppelhebel	1	
204	Buchse	2	
205	Buchse	2	
206	Sicherungsring	2	
207	Stift	2	
208	Gelenk	2	Für Typ C
210	Mutter	2	
209	Druckstange	2	
211	Gelenk	2	Für Typ B
212	Mutter	2	
B209	Druckstange	2	
B211	Sicherungsring	2	
B212	Bolzen	1	
213	Buchse	4	
214	Bolzen	2	
215	Buchse	4	
216	Bolzen	2	
217	Kletterrolle	4	
218	Bolzen	2	
219	Spannstift	2	
220	Spannstift	4	
221	Bolzen	2	
222	Gabelendstück	2	
223*	Bolzen	4	Für Typ E
224*	Tandemasche mit Bolzen	2	
228*	Tandemasche	2	
229*	Federring	4	
230	Spannstift	8 or 2	
223D*	Unterlegscheibe	4	Für Typ D
224D*	Verbindungsplatte	4	
230D	Spannstift	8 or 2	
225	Unterlegscheibe	8 or 4	
226	Lager	8 or 4	
227*	Lastrolle	4	
231	Bolzen	2	
232	Hülsrohr	2	
233	Locking Mutter	2	
234#	Lastrolle	2	
235#	Rollenbolzen	2	
236	Unterlegscheibe	2	
237	Schmierbuchse	1	

**HINWEIS:** \*--für Tandemrollen; #--für Einzelrollen

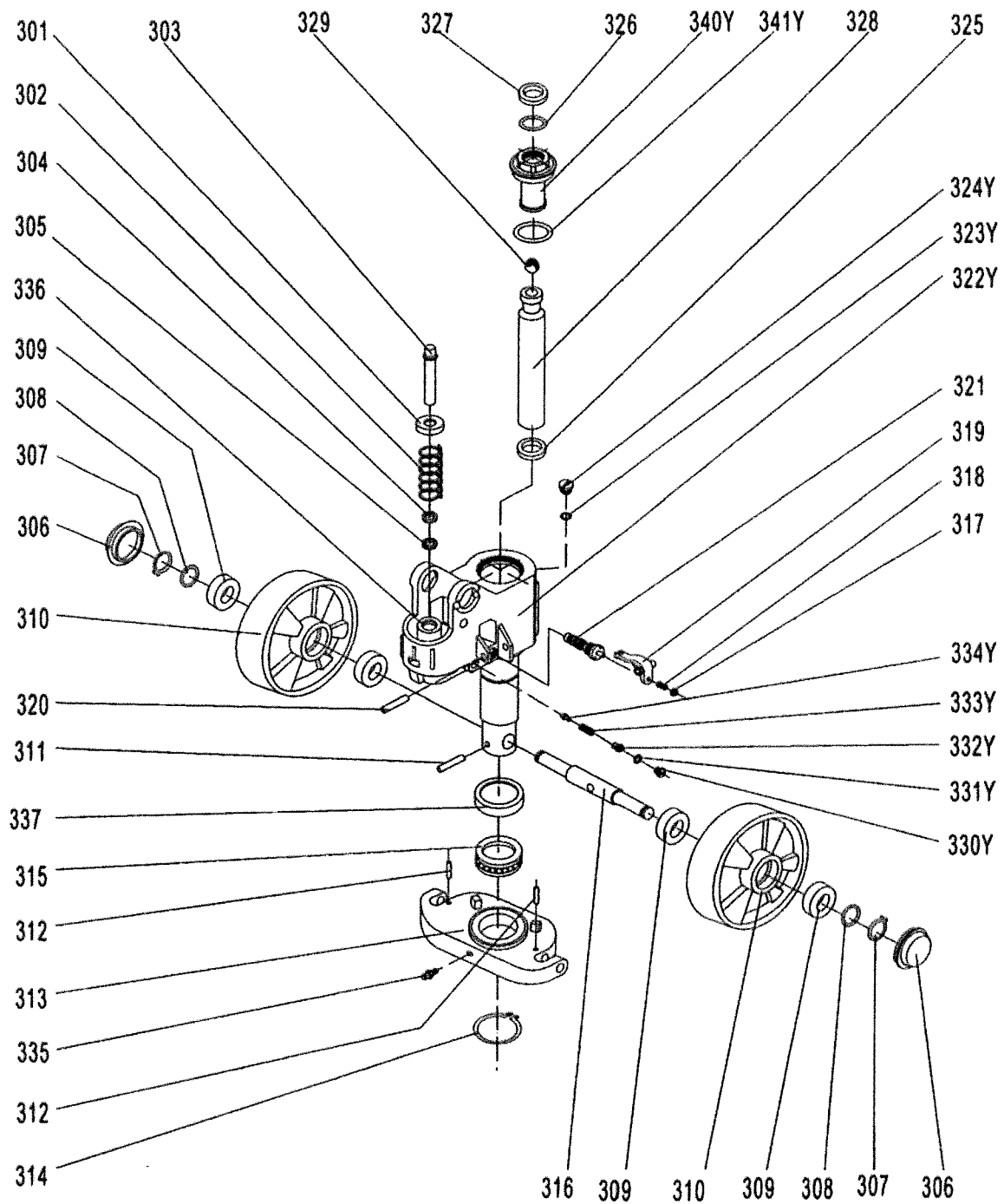
## Type A pump



### Hydraulikeinheit Typ A

Nr.	Benennung	Anzahl	Bemerkung
301	Abdeckkappe	1	
302	Feder	1	
303	Pumpenkolben	1	
304	Staubring	1	
305	Dichtring	1	
306	Abdeckung	2	
307	Sicherungsring	2	
308	Unterlegscheibe	2	
309	Lager	4	
310	Lenkrad	2	
311	Spannstift	1	
312	Spannstift	2	
313	Druckplatte	1	
314	Sicherungsring	1	
315	Lager	1	
316	Bolzen für Lenkrad	1	
317	Mutter	1	
318	Schraube	1	
319	Ablassehebel	1	
320	Spannstift	1	
321	Ventil	1	
322	Pumpenkörper	1	
323	Dichtring Unterlegscheibe	1	
324	Verschlussschraube	1	
325	Dichtring	1	
326	O - Ring	1	
327	Staubring	1	
328	Kolbenstange	1	
329	Stahlkugel	1	
330	Verschlussschraube	1	
331	O - Ring	1	
332	Bolzen	1	
333	Feder	1	
334	Kegel des Sicherheitsventils	1	
335	Schmierbuchse	1	
336	Zylinder	1	
337	Lagerabdeckung	1	

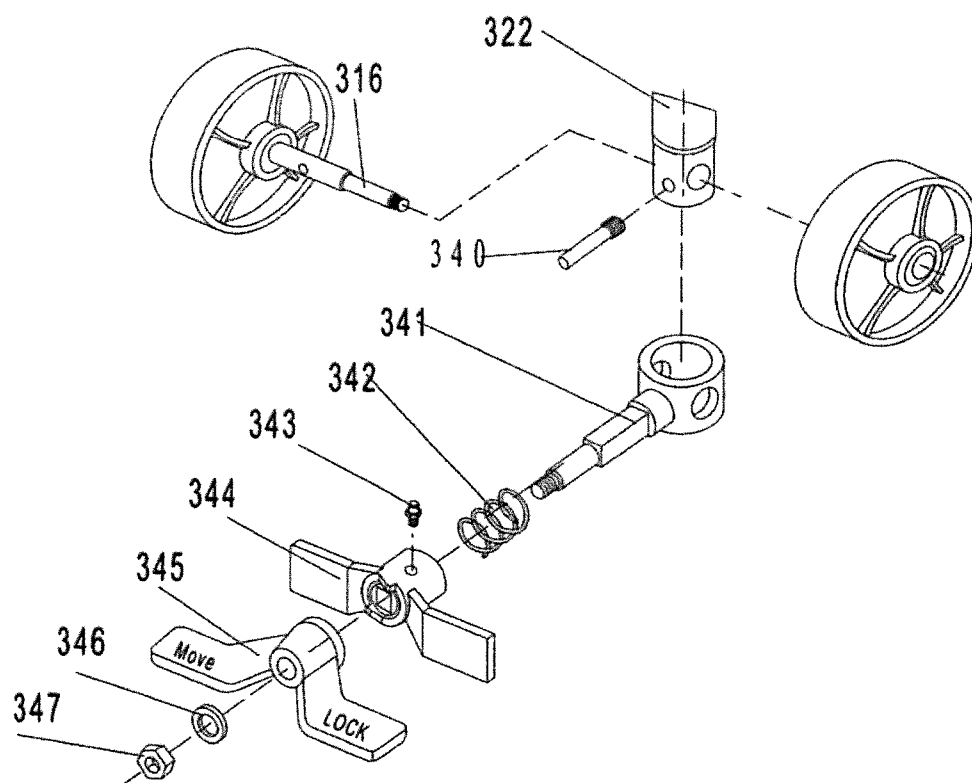
# Type Y Pump





### SCHNELLHUB-HYDRAULIKEINHEIT

Nr.	Benennung	Anzahl	Bemerkung
301F	Abdeckkappe	1	Nur für Schnellhubpumpe
302F	Feder	1	
303F	Pumpenkolben für Schnellhub	1	
304	Staubring	1	
305	Dichtring	1	
306	Abdeckung	2	
307	Feder Wahser	2	
308	Unterlegscheibe	2	
309	Lager	4	
310	Lenkrad	2	
311	Spannstift	1	
312	Spannstift	2	
313	Druckplatte	1	
314	Sicherungsring	1	
315	Lager	1	
316	Lenkradbolzen	1	
317	Mutter	1	
318	Schraube	1	
319	Ablassehebel	1	
320	Spannstift	1	
321	Ventil	1	
322F	Schnellhubpumpe	1	für Schnellhubpumpe
323	Dichtring	1	
324	Verschlusschraube	1	
325	Dichtring	1	
326	O - Ring	1	
327	Staubring	1	
328	Kolbenstange	1	
329	Stahlkugel	1	
330	Verschlusschraube	1	
331	O - Ring	1	
332	Bolzen	1	
333	Feder	1	
334	Kegel des Sicherheitsventils	1	
335	Schmierbuchse	1	
337	Lagerabdeckung	1	
335F	Stift	1	Nur für Schnellhubpumpe
336F	Stiftkappe	1	
337F	O - Ring	1	
338F	Pumpenzylinder	1	



Nr.	Benennung	Anzahl	Nr.	Benennung	Anzahl
316	Lenkradbolzen	1	343	Ölhalter	1
322	Pumpenkörper	1	344	Bremsplatte	1
340	Stift	1	345	Pedal	1
341	Haltemuffe	1	346	Unterlegscheibe	1
342	Feder	1	347	Mutter	1

**Hinweis:** Die Fußbremse ist ein zusätzliches Teil, dass möglicher Weise nicht an ihrem Hubwagen befestigt ist. Wenn Sie eine benötigen, können Sie sie bestellen.

## 14 Legal Notice

Original operating instructions for pallet jack
Manufacturer: TREX.PARTS GmbH & Co. KG – 27419 Sittensen - Germany
2. Edition, August 2020
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Printed on paper made from chlorine and acid-free bleached pulp.

<b>Zeichnungsnummernr. / Drawingnr.</b>	<b>Artikelnummer / Part number</b>
101-104 + 121 + 122	76072170-SET
105	76072170-105
106	76072170-106
106	2780000033
107	76072170-107
108	76072170-108
109	76072170-109
109A	76072170-109A
110-122	76072170-110
111	76072170-111
112	12140250
113	76072170-113
114	76072170-114
115	76072170-115
116	18524437
116G	76072170-116G
117	76072170-117
117G	76072170-117G
118G	76072170-118G
119G	76072170-119G
203	76072170-203
206	12072923
208	76072170-208
209B	76072170-B209
210	76072170-210
211	76072170-211
211B	76072170-B211
212B	76072170-B212
216	19379957
217	12271831
218	12347426
219	19381156
221	76072170-221
221	2780000023
222	76072170-222
223	76072170-223
223D	2780000034
224D	76072170-224D
225	11049908
225	76072170-225S
226	76072170-226
227B (74x70)	18524913
227B (80x70)	12221201
227R (74x70)	19342257
227R (80x70)	76072170-227

228	76072170-228
229	76072170-229
230	19381955
232	76072170-232
234B (80x93)	11012770
235	11016712
301	76072170-301
302	76072170-302
303	76072170-303
304	12198412
305	12220506
306	76072170-306
307	76072170-307
308	76072170-308
309	2780000026
310	4690073835
310	76072170-310
310	11675121
310	76072170-310WN
311	76072170-311
315	12112209
316	76072170-316
319	12070671
321	76072170-321
325	12125346
326	12220505
327	12208149
328	12208653
330	12541375
331	12220016
332	18425076
333	12220017
334	76072170-334Y
337	12112211
342	76072170-342
Dichtsatz komplett	76072170-DISA
Dichtsatz komplett (Pumpe Y)	76072170-Y