Date: 1st May 2020
Revision: 1

Technical Bulletin

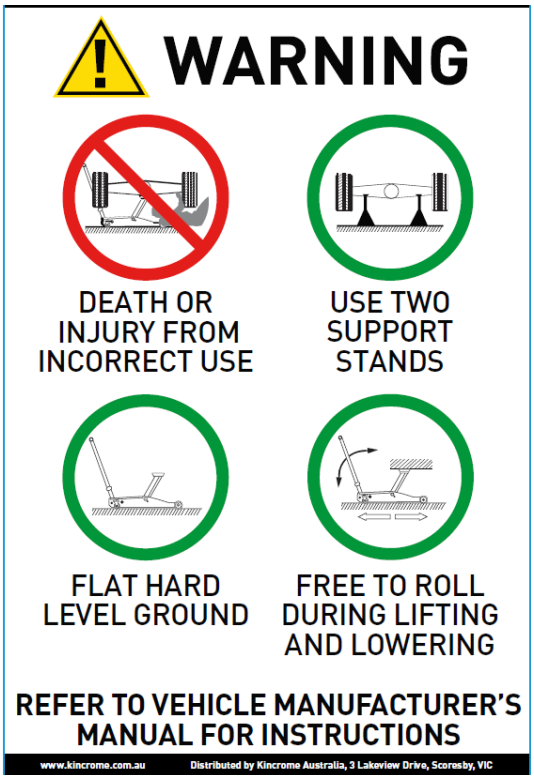
Model No.: K12067
Description: Trolley Jacks 2800kg
Batch Code(s) Affected: N/A

Reason for Bulletin:

To advise customer the correct maintenance, inspection, and operation requirements for the trolley jack to ensure there is no safety risks over the life of the product.

Important Safety Instructions :

Save all warnings and instructions for future reference.
WARNING! Read all safety warnings and all instructions. Failure to follow the warnings and instructions may result in serious injury and/or death.
The use of a vehicle jack has inherent dangers. To avoid risk of personal injury or property damage make sure you are fully aware of the operating instructions for this product and the recommendations in the vehicle owners manual for jacking of your vehicle prior to lifting the vehicle. Do not exceed maximum lifting capacity of this jack. This jack is intended for automotive use only. Be aware that large or heavy vehicles may exceed jacks stated capacity. Check vehicle owners manual or contact the vehicle manufacturer for further information. Do not use for any other purpose except the raising and lowering of vehicles, Never use to raise any structure or building. Do not lift any human and never ride on jack.



Personal Safety

1. Stay alert. Watch what you are doing and use common sense when operating the jack. Do not use the jack while tired or under the influence of drugs, alcohol, or medication. A moment of inattention while operating the jack increases the risk of injury to persons.
2. Dress properly. Do not wear loose clothing or jewelry. Contain long hair. Keep hair, clothing, and gloves away from moving parts. Loose clothes, jewelry, or long hair increases the risk of injury to persons because of being caught in moving parts.
3. Do not overreach. Always keep proper footing and balance. Proper footing and balance enable better control of the jack in unexpected situations.
4. Use safety equipment. A dust mask, non-skid safety shoes and a hard hat must be used for the applicable conditions.

Preparing Work Area

Before using jack to lift vehicle, it is important to prepare work area properly.
Follow this procedure each time the jack is used to help prevent property damage and or serious injury.
1. Plan location of jack beneath vehicle, making sure jack will be contacting only a jack support area of vehicle.
2. Clear obstructions from work area. Working in tight or cluttered work areas is dangerous.
3. Clear children and others from work area before moving or lifting vehicle. Another adult should be nearby for extra safety and assistance but must be clear of vehicle as it is moved or lifted.
4. Conduct a pre-operational check of the equipment. Thoroughly inspect jack for damage or wear before each use.
5. Briefly test operation of the vehicle jack before using to lift any vehicle. If jack is damaged or is malfunctioning **DO NOT LIFT ANY VEHICLE** until the problem is corrected.
6. The Vehicle manufacturer's owner's manual should be consulted prior to the lifting of the vehicle. It will advise safety precautions, jacking procedure, vehicle weight, recommended jack type, and location of jack support areas on vehicle. **NEVER EXCEED WORKING VEHICLE LIMIT OF JACK**.
7. The hydraulic vehicle jack should be used for lifting and lowering only; the raised vehicle should be supported on suitably rated vehicle support stands, and the hydraulic trolley jack removed, prior to commencement of work on the vehicle. Read and understand jack stands manufacturer's instructions and safety information before use and before lifting the vehicle with this jack.
8. Be sure jack and vehicle are on solid, level ground such as paved or concrete driveway or garage floor. The jack should be used on level firm ground wherever possible. Uneven or sloped surfaces create hazardous working conditions and dangerously impede the function of the jack. Ensure the jack is free to roll during lifting and lowering.
9. No person should remain in a vehicle that is being lifted. No person should enter a vehicle which is supported by a jack or by vehicle support stands. No person should lean into a vehicle which is supported by a jack or by vehicle support stands.
10. No person should place any part of their body under a vehicle that it supported only by a trolley jack.

11. With vehicle in proper position, set vehicle's parking brake or emergency brake and put gear-shift in park (manual transmissions should be placed in 1st gear). Twist VEHICLE IGNITION OFF AND TO THE "LOCK" POSITION making sure steering wheel locks.

12. It is recommended that the unlifted wheels of the vehicle be chocked. Do not rely on vehicle transmission or brakes to hold vehicle in position. Chock all wheels of vehicle not being lifted off the ground to prevent vehicle rolling. Using wedge-shaped blocks that a tyre cannot roll over, position one chock tight against the tyre in both forward and reverse rolling paths.

13. The vehicle should be centrally located on the head cap. Off center vehicles can be unstable.

Pre Use Checks

Before using jack carry out the following preparation:

1. Check oil level

a. Open release valve with the handle assembly (fig.1) not more than two twists and press down on head cap (1) (fig.2) to ensure lifting arm is fully down.

b.Remove the 4 screws fixing the pump cover to the jack and remove the pump cover (fig.3).

c. Remove fluid filler plug (fig.4). Hydraulic fluid level should be visible at the oil filler hole approx 12 mm below fluid filler, top as required.

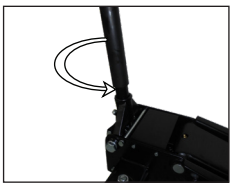


fig 1.

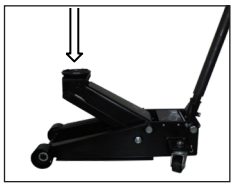


fig 2.

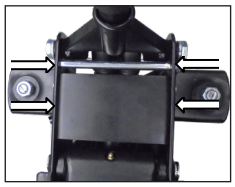


fig 3.

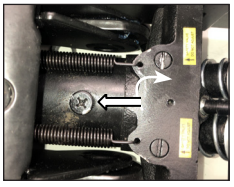


fig 4.

2. Bleeding / Venting Trapped Air

Note: Before first use, the hydraulic ram may need to be purged. Some air may intrude in the hydraulic system due to movement during shipping. Air bubbles can become trapped inside the hydraulic system, thereby reducing the efficiency of the Jack.

a. Use the handle assembly to twist the release valve 1-1/2 turns counter-clockwise (fig.5).

b. Rapidly pump the handle assembly 10 to 20 times to purge air from the hydraulic system (fig.6).

c. Use the handle assembly to twist the release valve clockwise until tight (fig.7). Do not over-tighten.

d. Test the functionality of the Trolley Jack before lifting a load.

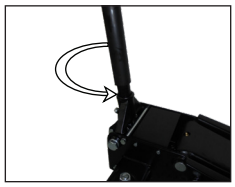


fig 5.

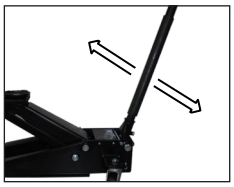


fig 6.

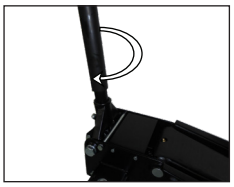


fig 7.

3. Lubricate

Monthly maintenance is recommended. Lubrication is critical to jacks as they support heavy loads. Restriction due to dirt, rust, debris etc.. may cause either slow movement or cause rapid jerks damaging the internal components of the jack. The following steps are designed to keep the jack maintained and operational, Grease works better than oils because it will remain in place without dripping.

a. Lubricate the ram using a grease gun and connecting to the nipple of the lifting arm,

b. Lubricate all the linkages pivot points of the trolley jack with grease.

c. Lubricate the saddle with grease and ensure the head cap can rotate freely.

4. Visual Inspection

Know your trolley jack well. Always inspect the jack before use, looking for cracks, loose nuts or bolts, and any damage that needs attention. When damage is found, repair or replace the jack. You should also be aware of any oil spots or signs of leakage where the jack was stored. The product shall be inspected immediately if it is believed to have been subjected to abnormal load or shock. Any hydraulic jack found damaged in any way or, is found to be worn or operates abnormally shall be removed from service until repaired by an authorised service representative.

a. Check all the welded points of the trolley jack to ensure there is no sign of cracked welds or corrosion.

b. Check the lifting arm and lifting arm supports to ensure there no signs of corrosion, bends, cracks or impact damage

c. Check the front wheels and castors, the wheels are a critical part of the trolley jack system and any damage to them needs to be repaired before the jack is used again. Ensure they rotate freely and no signs of damage or excessive wear (flattening on one side), if there are signs of damage or excessive wear the castors and wheels will be required to be replaced.

d. Check to ensure all safety labels are intact and legible. Replacement labels can be purchased through Kincrome.

e. Check the head cap for any damage or wear, if the head cap shows signs of damage or wear it shall be removed from service.

5. Keep Clean

Because it has exposed grease, your trolley jack will act like a magnet for dust and dirt. Clean it regularly with a clean cloth, and then wipe the surfaces down with a lightly oiled cloth. Once a year, (or more if you use your jack regularly or are extra hard on it), give the jack a thorough cleaning to remove any buildup that is not easily wiped away.

KINCROME
PROFESSIONAL QUALITY TOOLS

6. Change the Oil

Although your trolley jack is a closed system, it is still a good idea to replace the hydraulic oil on occasion. For smooth operation, plan on changing the fluid once every year. Take note of the fluid level before draining the cylinder, and do not overfill when done. Under filling will result in a weak lifting system, while overfilling could permanently damage the jack.

7. Storage

Always release all pressure in the jack cylinder before storing it. Not only does this remove stress on the system to keep it working longer, it will also save you time in setting up the next time you need the jack, and you will need less space for jack storage. Always store the jack in an upright position to avoid causing potential leaks and jack malfunction.

Trouble Shooting

Symptom	Cause	Remedy
Jack will not lift load	1. Air block. 2. The reservoir could be overfilled. 3. Low hydraulic oil level.	1. Refer to “Bleeding/Venting Trapped Air”. 2&3. Refer to “checking oil level” Alternative from the above contact Kincrome Customer Service.
Jack will not lift to its full height.	1. Air block. 2. The reservoir could be overfilled. 3. Low hydraulic oil level.	1. Refer to “Bleeding/Venting Trapped Air”. 2&3. Refer to “checking oil level” Alternative from the above contact Kincrome Customer Service
Jack pump feels “spongy” under load.	1. Air block. 2. Worn Seal	1. Refer to “Bleeding/Venting Trapped Air” . 2. Contact Kincrome customer service or take the jack to a Kincrome Authorised service agent.
Jack will not lower completely	1. Air block. 2. Components need lubrication	1. Refer to “Bleeding/Venting Trapped Air” below. 2. Refer to “Lubrication”

Office Contact Details

Phone: 1300 657 528

Fax: 1300 556 005

Email: enquiries@kincrome.com.au

Website: www.kincrome.com.au

SCAN THIS QR CODE FOR INSTRUCTIONS
ON HOW TO PURGE THE AIR FROM YOUR
TROLLEY JACK.

CHECK LIST

Axles			
Axle should not be bent, out-of-round, or show signs of wear.			
Safe	**Service required**	**At Risk**	**N/A**
Welds			
Welds are not cracked, broken, or noticeably worn from the original size.			
Safe	**Service required**	**At Risk**	**N/A**
Head Caps			
Check the head cap for any damage or wear, if the head cap shows signs of damage or wear it shall be removed from service.			
Safe	**Service required**	**At Risk**	**N/A**
Front Wheels			
Front Wheels should be free of flat spots, embedded pieces of metal, cracks, loose tread, and should turn freely.			
Safe	**Service required**	**At Risk**	**N/A**
Castors			
Castors should be free of flat spots, embedded pieces of metal, cracks, and should turn freely without binding.			
Safe	**Service required**	**At Risk**	**N/A**
Push Rods			
Push rods Are free of broken or cracked welds, bends, and out-of-round holes.			
Safe	**Service required**	**At Risk**	**N/A**
Lifting Arm			
Lifting Arm does not have out-of-round holes, cracks in welds, or bent supports or rust. Contributing components are intact. if the lifting arm shows signs of damage or wear it shall be removed from service.			
Safe	**Service required**	**At Risk**	**N/A**
Handle			
Handle is free of cracks and has its structural integrity maintained. Contributing components are intact.			
Safe	**Service required**	**At Risk**	**N/A**
Hydraulic Pump			
Hydraulic unit does not have any oil leaks, rust or covered excessive dirt. Jack is able to raise and lower loads properly			
Safe	**Service required**	**At Risk**	**N/A**
Lubrication			
How long ago what the Jack last lubricated/ maintained			
1 month	**6months**	**12month**	**24 month**	**36month**