



Mini Pallet Jack

OWNER'S MANUAL



WARNING:

Read carefully and understand all **ASSEMBLY AND OPERATION INSTRUCTIONS** before operating. Failure to follow the safety rules and other basic safety precautions may result in serious personal injury.

Item# STF-1100MPJ

Thank you very much for choosing a Shop Tuff product. For future reference, please complete the owner's record below:

Model: ___STF-1100MPJ_____ Purchase Date: _____

Save the receipt, warranty and these instructions. It is important that you read the entire manual to become familiar with this product before you begin using it.

This machine is designed for certain applications only. The distributor cannot be responsible for issues arising from modification. We strongly recommend this machine not be modified and/or used for any application other than that for which it was designed. If you have any questions relative to a particular application, DO NOT use the machine until you have first contacted the distributor to determine if it can or should be performed on the product.

For technical questions please call **1-218-943-6296**.

INTENDED USE

This mini pallet jack is a low-lifting apparatus used to carry palletized goods. It also features stable lifting and lowering, easy operation and is designed for use on hard flat level surfaces.

TECHNICAL SPECIFICATIONS

Maximum rated load capacity	1100 lbs.
Maximum lifting height	6in.
Minimum height of the forks	2.4in.
Fork length	31.5in.
Width of the forks	15in.
Pallet jack weight	77 lbs.

GENERAL SAFETY RULES



WARNING: Read and understand all instructions. Failure to follow all instructions listed below may result in serious injury.



CAUTION: Do not allow persons to operate or assemble this mini pallet jack until they have read this manual and have developed a thorough understanding of how the mini pallet jack works.



WARNING: The warnings, cautions, and instructions discussed in this instruction manual cannot cover all possible conditions or situations that could occur. It must be understood by the operator that common sense and caution are factors which cannot be built into this product, but must be supplied by the operator.

SAVE THESE INSTRUCTIONS

WORK AREA

- **Keep work area clean**, free of clutter and well lit. Cluttered and dark work areas can cause accidents.
- **Keep children and bystanders** away while operating the mini pallet jack. Distractions can cause you to lose control, so visitors should remain at a safe distance from the work area.
- **Be aware of all power lines, electrical circuits**, water pipes and other mechanical hazards in your work area, particularly those hazards below the work surface hidden from the operator's view that may be unintentionally contacted and may cause personal harm or property damage.
- **Be alert of your surroundings**. Using the mini pallet jack in confined work areas may put you dangerously close to cutting tools and rotating parts.

PERSONAL SAFETY

- **Stay alert**, watch what you are doing and use common sense when using the mini pallet jack. Do not use the mini pallet jack while you are tired or under the influence of drugs, alcohol or medication. A moment of inattention while operating the mini pallet jack may result in serious personal injury.
- **Dress properly**. Do not wear loose clothing, dangling objects, or jewelry. Keep your hair, clothing and gloves away from moving parts. Loose clothes, jewelry or long hair can be caught in moving parts.
- **Use safety apparel and equipment**. Use safety goggles or safety glasses with side shields which comply with current national standards, or when needed, a face shield. Use as dust mask in dusty work conditions. This applies to all persons in the work area. Also use non-skid safety shoes, hardhat, gloves, dust collection systems, and hearing protection when appropriate.



WARNING. The mini pallet jack is NOT for human transportation. DO NOT move with a human standing on its forks. Any part of the operator's body should NEVER be placed under the forks, cargo, or load at anytime.

MINI PALLET JACK USE AND CARE

- **Do not modify the mini pallet jack in any way**. Unauthorized modification may impair the function and/or safety and could affect the life of the equipment. There are specific applications for which the mini pallet jack was designed.
- **Always check for damaged or worn out parts before using mini pallet jack**. Broken parts will affect the mini pallet jack operation. Replace or repair damaged or worn parts immediately.
- **Do not exceed mini pallet jack load capacity**.
- **Distribute the load evenly**. Uneven loads may cause the mini pallet jack to tip, resulting in personal injury to the operator or others.
- **Use the mini pallet jack on flat and level surfaces** capable of supporting the mini pallet jack and its maximum load. Pulling or pushing a load on a slanted or uneven surface can result in loss of control.
- **Store idle mini pallet jack**. When the mini pallet jack is not in use, store it in a secure place out of the reach of children. Inspect it for good working condition prior to storage and before re-use.
- **Hydraulic oil**. Hydraulic oil for the pump is approx. 250ml (or 0.25kg). The ISO RATING is #32 (Oil Quality Standard). #32 oil can be used at 5-40°C and low-temper working oil at 35-5 °C.

ASSEMBLY

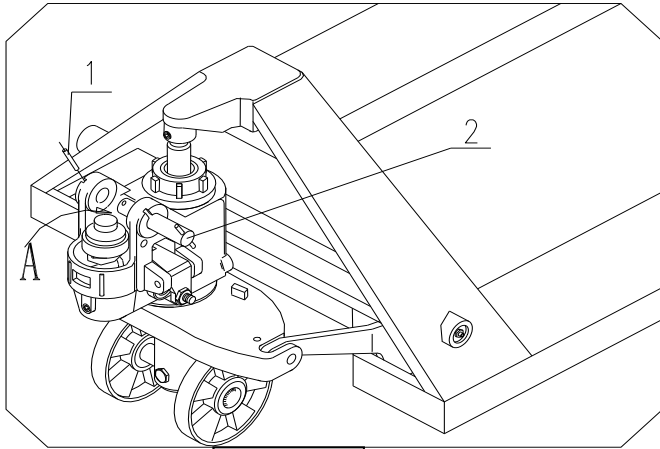


Figure 1

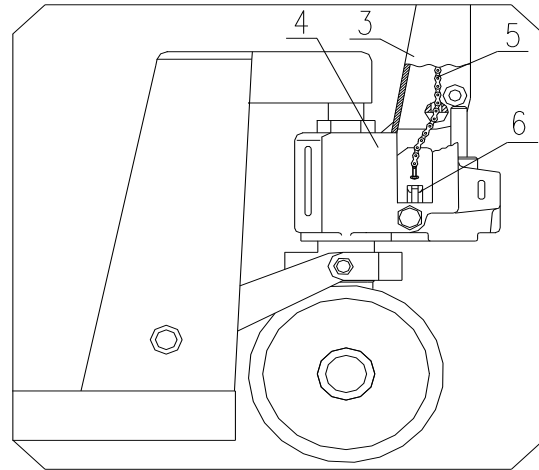


Figure 2

STEP 1:

See Figure 1. Remove Cotter Pin (1) from Axle Pin (2), then pull and remove Axle Pin (2).

STEP 2:

Next, place handle tube (3) into Position A (see Figure 1)

Position Axle Pin (2) so the eyelet hole is vertical, then insert roller chain (5) of handle through the eyelet hole (see Figure 2).

Connect handle tube (3) to the Pump Body (4) with Axle Pin (2). Wait to secure with cotter pin until later step. Be sure the handle can move freely.

STEP 3:

Attach screw and nut to the end of the roller chain (5) into the slot of Lever Pad (6). (See Figure 2 and Figure 5).

STEP 4:

Check that Axle Pin (2) is pushed fully through handle, and then insert Cotter Pin (1) into Axle Pin (2) to fully secure.

See Fig. 3. Keep fingers clear of any pinch points. Lower handle to a horizontal position, and HOLD at this position. Pull out Pin (7) and save it for future use if handle is replaced.

CHECK OPERATION:

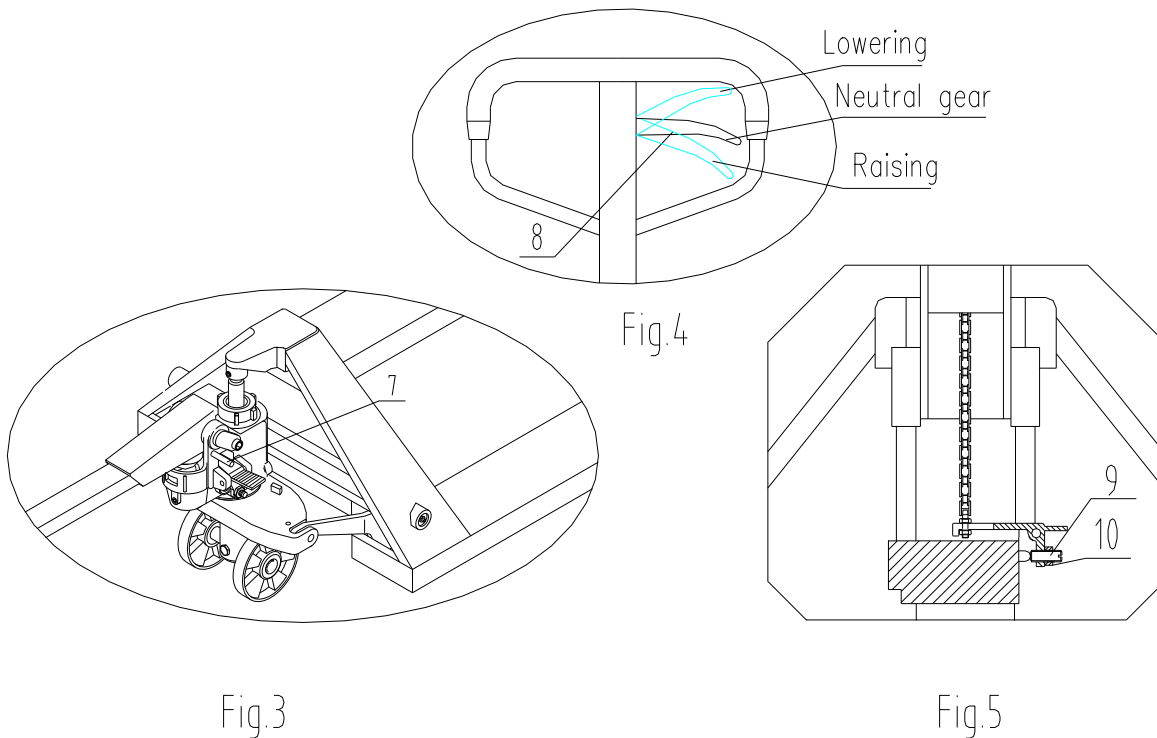
Move handle up and down (pumping motion), and operate Trigger (8) at different positions to check if pallet truck is working for raising, lowering, and neutral gear for pulling loads. See Fig. 4.

MAKE ADJUSTMENTS IF NECESSARY:

Screw (9) in Fig. 5 is used for the adjusting the pallet jack. In the event that the pallet jack lowers shortly after raising, turn Screw (9) slightly counterclockwise, then try the pallet jack again. Continue to adjust until pallet jacks holds steady after rising.

If the pallet jack is unable to lower, turn Screw (9) clockwise slightly, then try the pallet jack again. Continue to adjust until pallet jack lowers when pulling trigger (8) upward.

Hex nut (10) at Screw (9) function as a lock, so it must be re-fastened and locked before and after modification.



OPERATION

See Fig. 4.

- Trigger (8) in lower (bottom) position is for raising the forks. Move the handle up and down (pumping motion) to raise the forks to the desired height.
- Trigger (8) in the middle (center) position puts the pallet jack in neutral. This position is for moving the handle while pulling or pushing loads, and the forks will NOT move up or down.
- Trigger (8) in the top position (or pulling upward) is for lowering the forks. Squeezing the trigger will allow forks to lower. Stop squeezing the trigger when forks are at desired height.

WARNING!

- When the load or cargo is to be removed from the forks, it must not be removed until fully lowered onto floor or level hard surface.
- NEVER overload the pallet truck, this will cause damage to the pallet jack and may cause damage to personal property!
- ALWAYS position the load or cargo in the middle of two forks. Unbalanced loading can cause overturns and damage to cargo or personal property.
- Do not load unstable cargo/loads.
- Do not leave cargo/loads in the raised position on the pallet truck for long periods of time. This can cause damage to the pallet jack pump.

- Position forks at the lowest height when not in-use.
- NEVER carry people or pets on the pallet jack.
- Do not allow anyone to stand on forks.
- Always use on flat (level) hard ground or surface. NEVER use on slopes!

MAINTENANCE

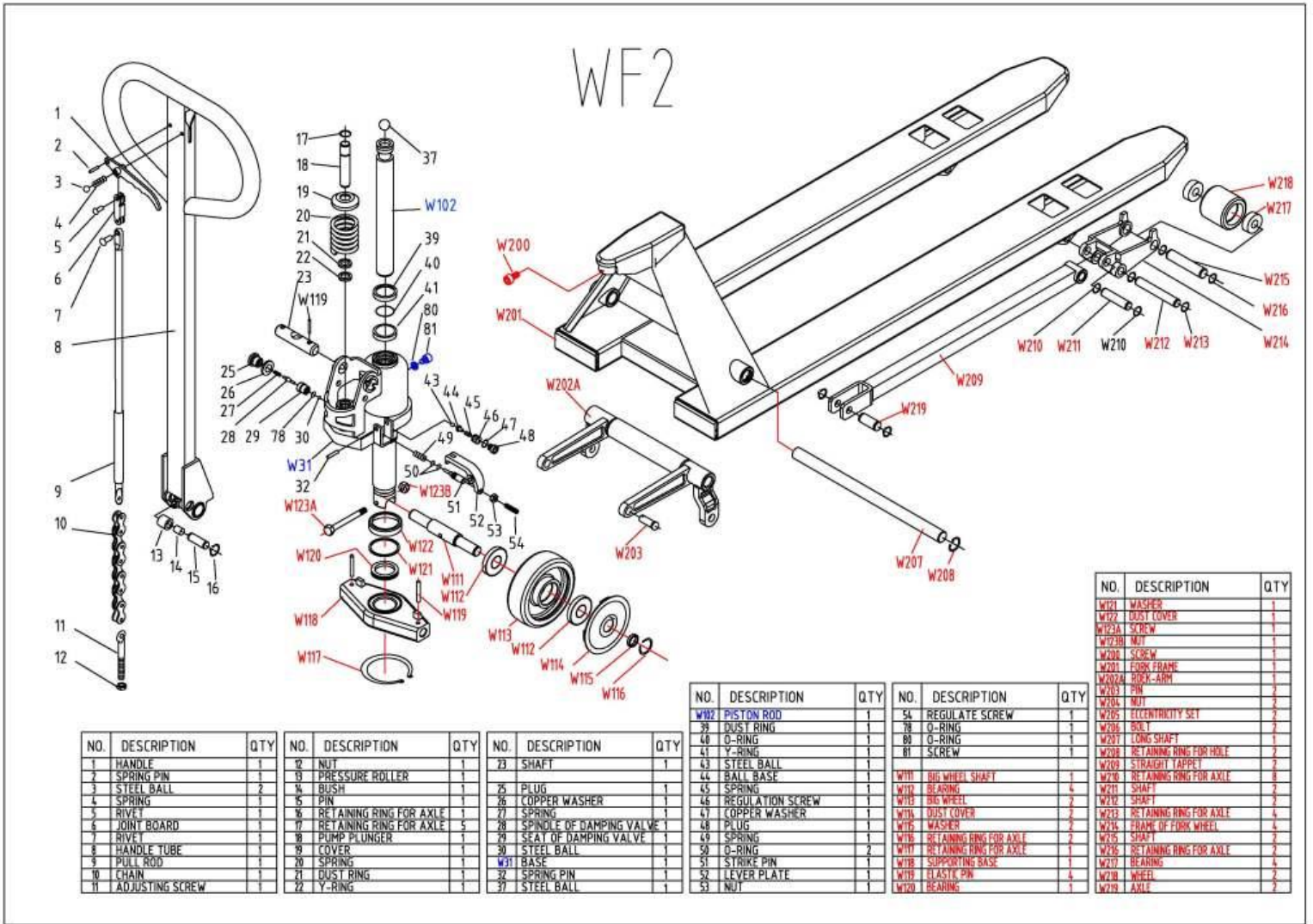
Maintain your mini pallet jack. It is recommended that the general condition of any mini pallet jack be examined before it is used. Keep your mini pallet jack in good repair by adopting a program of conscientious repair and maintenance. If any abnormal vibrations or noise occurs, have the problem corrected before further use. Have necessary repairs made by qualified service personnel.

All moving joints should be lubricated with general oil every three months. Check to see that the wheels and axles are not entangled by threads or any other materials, and that the wheels run freely and smooth.

Air may be absorbed into hydraulic system when the mini pallet jack is not used for a long time. The air can be removed in the following ways:

Lower the trigger to the position for raising forks. Pump (move up and down motion) the handle 4-6 times and then release the trigger. If needed, the above operation can be repeated several times until air is removed.

DIAGRAM & PARTS LIST



NO.	DESCRIPTION	QTY
1	HANDLE PIN	1
2	SPRING PIN	1
3	STEEL BALL	2
4	SPRING	1
5	RIVET	1
6	JOINT BOARD	1
7	RIVET	1
8	HANDLE TUBE	1
9	PULL ROD	1
10	CHAIN	1
11	ADJUSTING SCREW	1

NO.	DESCRIPTION	QTY
12	NUT	1
13	PRESSURE ROLLER	1
14	BUSH	1
15	PIN	1
16	RETAINING RING FOR AXLE	1
17	RETAINING RING FOR AXLE	5
18	PUMP PLUNGER	1
19	COVER	1
20	SPRING	1
21	DUST RING	1
22	Y-RING	1

NO.	DESCRIPTION	QTY
23	SHAFT	1
25	PLUG	1
26	COPPER WASHER	1
27	SPRING	1
28	SPINDLE OF DAMPING VALVE	1
29	SEAT OF DAMPING VALVE	1
30	STEEL BALL	1
31	BASE	1
32	SPRING PIN	1
33	STEEL BALL	1

NO.	DESCRIPTION	QTY
34	PISTON ROD	1
35	DUST RING	1
36	O-RING	1
37	O-RING	1
38	Y-RING	1
39	STEEL BALL	1
40	BALL BASE	1
41	SPRING	1
42	REGULATE SCREW	1
43	COPPER WASHER	1
44	SPRING	1
45	PLUG	1
46	SPRING	1
47	O-RING	2
48	STRIKE PIN	1
49	LEVER PLATE	1
50	NUT	1

NO.	DESCRIPTION	QTY
51	REGULATE SCREW	1
52	BOLT	1
53	LONG SHAFT	1
54	RETAINING RING FOR HOLE	2
55	STRAIGHT TAPPET	2
56	RETAINING RING FOR AXLE	8
57	SHAFT	2
58	BEARING	4
59	RETAINING RING FOR AXLE	2
60	RETAINING RING FOR AXLE	2
61	FRAME OF FORK WHEEL	4
62	WASHER	2
63	SHAF	2
64	RETAINING RING FOR AXLE	2
65	RETAINING RING FOR AXLE	1
66	SUPPORTING BASE	1
67	BEARING	4
68	WHEEL	2
69	AXLE	2

NO.	DESCRIPTION	QTY
W102	PISTON ROD	1
W103	DUST COVER	1
W104	SCREW	1
W105	NUT	1
W106	SCREW	1
W107	FORK FRAME	1
W108	ROCK-ARM	1
W109	PIN	1
W110	NUT	1
W111	ECCENTRICITY SET	2
W112	SCREW	2
W113	BOLT	1
W114	LONG SHAFT	1
W115	RETAINING RING FOR HOLE	2
W116	STRAIGHT TAPPET	2
W117	RETAINING RING FOR AXLE	8
W118	SHAFT	2
W119	BEARING	4
W120	RETAINING RING FOR AXLE	2
W121	RETAINING RING FOR AXLE	2
W122	FRAME OF FORK WHEEL	4
W123	WASHER	2
W124	SHAF	2
W125	RETAINING RING FOR AXLE	2
W126	RETAINING RING FOR AXLE	1
W127	SUPPORTING BASE	1
W128	BEARING	4
W129	WHEEL	2
W130	AXLE	2

For replacement parts and technical questions, please call 1-218-943-6296.

WARRANTY

One-year limited warranty



Distributed by
TG
PO Box 203
Miltona, MN 56354
Made in China