

Installation, Operation and Service Manual
IMPORTANT: READ CAREFULLY BEFORE INSTALLING OR OPERATING LIFT



Toll Free 877-515-8297



PMLT 24 Series Scissor Lifts

Model Number _____

Serial # _____

Date placed in service _____

Part orders are subject to a \$50 minimum charge.

Manual updated October 2014

This manual was current at the time of printing. To obtain the latest, most updated version, please contact LiftCOA Service Department or go to our website: www.LiftCOA.com -- you will find a complete list of current owner's manuals to print.

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SECTION 1

INTRODUCTION

This manual provides all the information for the safe and proper assembly, operation and maintenance of the LiftCOA. Model PMLT24-003 and PMLT24-006 lifts. It is important that this manual be read by all personnel involved with the installation, maintenance or operation of the scissor lift. These models are designed for in-plant and non-hazardous locations.

⚠ CAUTION

Hazardous or unsafe practice will possibly result in personal injury or property damage.

⚠ CAUTION

- **Do not repair or work on unit without chocking lift in an upright position.**
- **Do not overload the lift (see nameplate for capacity).**
- **Do not put feet or hands under lift when operating.**
- **Do not stand, sit or climb on the lift while stationary or moving.**
- **Do not move lift when load is in an elevated position.**
- **Place load in the center and evenly distributed on the table.**

Responsibility of Owners and Users

Inspection and Maintenance

The device shall be inspected and maintained in proper working order in accordance with LiftCOA's owner's manual.

Removal from Service

Any device not in safe operating condition such as, but not limited to, excessive leakage, missing rollers, pins, or fasteners, any bent or cracked structural members, cut or frayed electric or hydraulic lines, damaged or malfunctioning controls or safety devices, etc. shall be removed from service until it is repaired to the original manufacturer's standards.

Repairs

All repairs shall be made by qualified personnel in conformance with LiftCOA's instructions.

Before Operation

Before using the device, the operator shall have:

- Read and/or had explained, and understood, the manufacturer's operating instructions and safety rules.
- Inspected the device for proper operation and condition. Any suspect item shall be carefully examined and a determination made by a qualified person as to whether it constitutes a hazard. All items not in conformance with LiftCOA's specification shall be corrected before further use of the equipment.

During Operation

The device shall only be used in accordance with this owner's manual.

- Do not overload.
- Ensure that all safety devices are operational and in place.

Modifications or Alterations

Modifications or alterations to any LiftCOA industrial positioning equipment shall be made only with written permission from LiftCOA.

SAFETY ALERT SYMBOLS AND SIGNAL WORDS

The safety of all persons operating, maintaining, repairing, or in the vicinity of this equipment is of paramount concern. This is a powerful machine with moving parts, and is capable of causing personal injury if proper precautions are not taken. Therefore, throughout this manual, certain hazards have been identified which may occur in the use of the machine, and there are appropriate instructions or precautions which should be taken to avoid these hazards. In some cases, there are consequences which may occur if instructions or precautions are not followed. Below are the symbols and signal words along with their definitions referenced from ANSI Z535.4 - Product Safety Signs and Labels.

Safety Alert Symbols

These are the safety alert symbols. They are used to alert you to potential physical injury hazards. Obey all safety messages that follow this symbol to avoid possible injury or death.



For use with **DANGER** signal word
(Red Background)



For use with **WARNING** signal word
(Orange Background)



For use with **CAUTION** signal word
(Yellow Background)

Signal Words

The meaning of different signal words as defined by ANSI Standard Z535.4 indicates the relative seriousness of the hazardous situation.



(Red Background)

DANGER indicates a hazardous situation which, if not avoided, will result in death or serious injury.



(Orange Background)

WARNING indicates a hazardous situation which, if not avoided, could result in death or serious injury.



(Yellow Background)

CAUTION, used with the safety alert symbol, indicates a hazardous situation which, if not avoided, could result in minor or moderate injury.



(Blue Background)

NOTICE is used to address practices not related to personal injury.




(Green Background)


SAFETY INSTRUCTIONS (or equivalent) signs indicate safety-related instructions or procedures.


SECTION 2

SAFETY

The safety of all persons installing, using, servicing, or working near the unit is of paramount concern to LiftCOA . The lift is a powerful machine with moving parts, and is **capable of causing personal injury if proper precautions are not taken**. Therefore, throughout this manual, LiftCOA has identified certain hazards, which may occur in the use of the unit, and provided appropriate **instructions** or precautions that should be taken to avoid these hazards. In some cases, LiftCOA ' has also pointed out the **consequences** that may occur if LiftCOA ' instructions or precautions are not followed. LiftCOA uses the following nationally recognized system for identifying the severity of the hazards associated with its products:

 **DANGER** – Immediate hazard that will result in severe personal injury or death.

 **WARNING** – Hazard or unsafe practice that could result in severe personal injury or death.

 **CAUTION** – hazard or unsafe practice that could result in minor personal injury or property damage.

In the interest of safety, please read the entire manual carefully. You must understand the material in this manual before you install, use, or service the unit. If you have any question about any of the instructions in this manual, please contact LiftCOA at 1-877-515-8297.

SECTION 3

UNPACKING AND ASSEMBLY

A. INSPECTION:

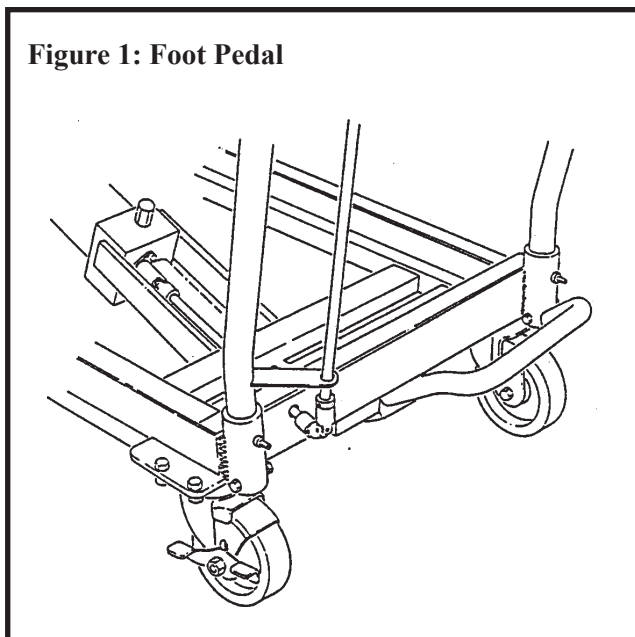
Upon receipt of the PMLT24-003 and PMLT24-006 Scissor lift, inspect the equipment completely to determine if there is any shipment damage and that the lift is complete. *Do not* use the lift if there appears to be any damage.

SECTION 4

OPERATION

A. METHOD OF OPERATION:

- To raise turn release knob clockwise until fully closed. Press on foot pedal to raise.
- To lower slowly turn release knob counter clockwise until the desired rate of decent is achieved.
- To lock lift in position press down on the wheel breaks located on the swivel casters at the push handle end.



SECTION 5

MAINTENANCE

Generally, the PMLT Series of scissor lifts require little maintenance. However, routine inspection and maintenance will minimize costly repairs or hazardous conditions.

WARNING

Never go under or service lift with a load on the table or with the scissor mechanism loaded. If possible, service the lift in a down position.

A. ROUTINE INSPECTION AND LOAD MAINTENANCE:

All routine inspection maintenance should be performed on a monthly basis.

- Lubricate wheels and all pivot points of the unit with a medium weight oil or light grease.
- Check wheels for wear and replace if necessary.
- Check for leaks by looking for tell tale oil spots on the floor under the lift.
- Check oil level and fill if needed.

Recommended hydraulic oil:
Conoco Super Hydraulic 32

Table 2 – Hydraulic Oil Specifications

If the lift will be used at normal ambient temperatures, LiftCOA supplies the unit with Conoco Super Hydraulic 32 oil. This may be replaced by any other good quality oil with 150 SSU at 100° F and rust and oxidation inhibitors and anti-wear properties.

If the lift will be used at ambient temperatures below 0°F, use aircraft grade hydraulic oil. Type 15 aircraft hydraulic oil is recommended.

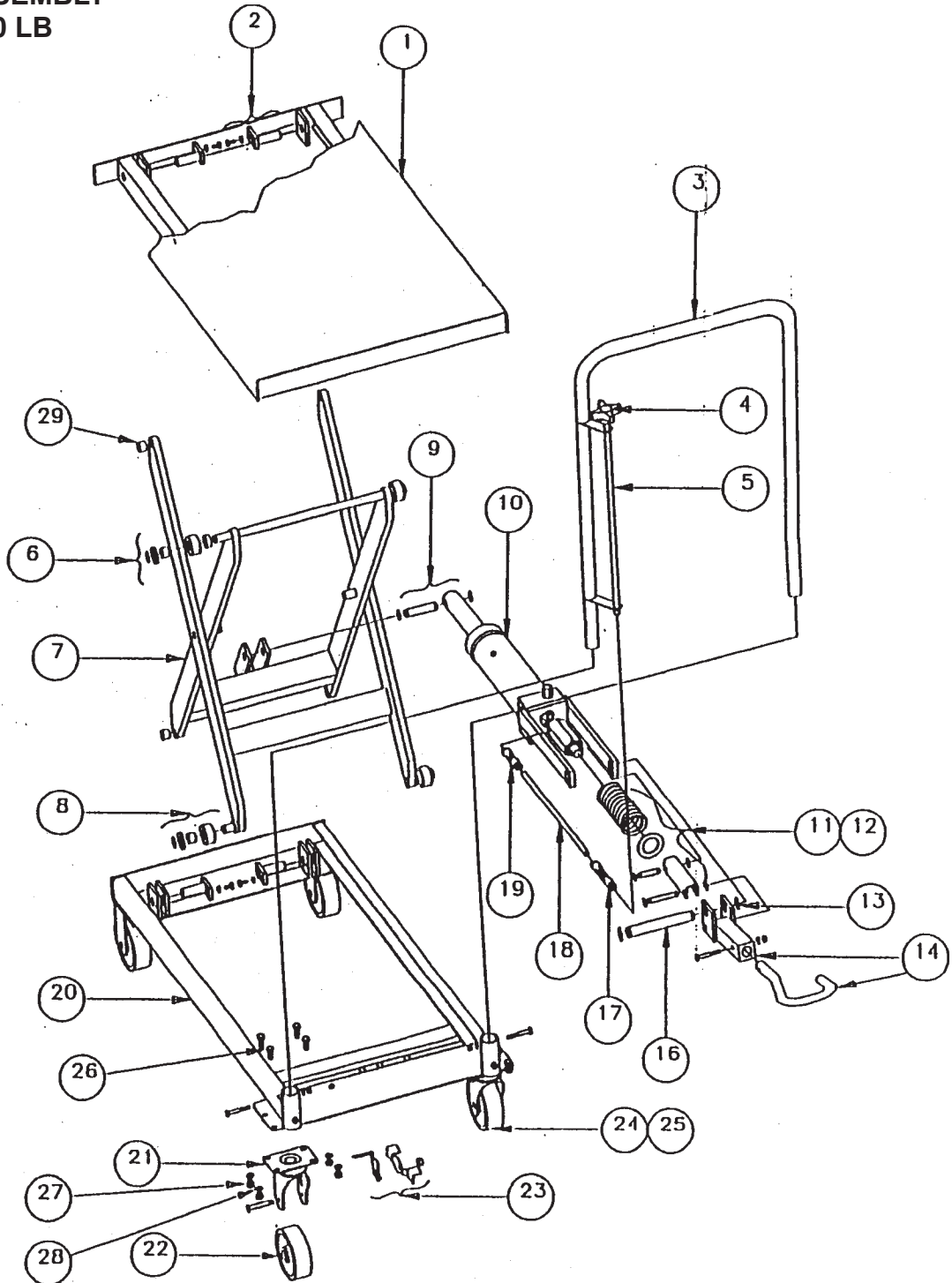
The following are equivalent to Conoco Super Hydraulic 32:

TYPE	MANUFACTURER
AW32.....	CITGO
DTE 24	EXXON/MOBIL
NUTO H32	EXXON/MOBIL
AMOCO AW32	CHEVRON (AMOCO CO.)



It is very important to keep the hydraulic oil free of dirt, dust, metal chips, water, and other contamination. Most of the problems with hydraulic systems are caused by contamination in the oil.

**Figure 2:
PMLT24 ASSEMBLY
300 and 600 LB**



Item No.	Description	Qty
1	Top Assembly	1
2	Pin Retainer Assembly	4
"	Lock Washer	4
"	20x 5/8 cap screw	4
3	Handle Lift	1

Item No.	Description	Qty
4	Release Knob	1
5	Release Rod	1
6	Roller	2
"	Retaining Ring	2
"	Spacer	2
"	Washer	2
"	Bushing 10DU08	2
7	Legs Assembly	1
8	Roller	2
"	Retaining Ring	2
"	Washer	2
"	Bushing 10DU08	2
9	Pin Pivot Ram	1
"	Retaining Ring	2
10	PMLT-300 Pump Assembly	1
"	PMLT-600 Pump Assembly	1
11	Retaining Ring	2
"	Lever Pin 3/8 x 1 _	1
"	Lever Pin 3/8 x 2 3/8- 600lb	1
"	Link/Plunger	1
"	Spring	1
"	Washer	1
12	Retaining Ring	2
"	Lever Pin 3/8 x 1 _	1
"	Lever Pin 3/8 by 2 3/8-300 lb	1
"	Link/Plunger	1
"	Spring	1
"	Washer	1
13	Retaining Ring	2
14	Foot Lever Assembly	1
"	Plate Link	2
"	Holder Foot Peddle w/lever	1
"	Holder Foot Peddle	1
"	Foot lever	1
16	Pivot Pin _ x 5 3/16	1
17	Double Universal joint	1
18	Release Rod	1
19	Single Universal Joint	1
20	Base Assembly	1
21	Caster/Swivel	2
22	Caster/Swivel	4
23	Brake Assembly	1
24	Swivel Caster Without Brake	1
25	Swivel Caster With Brake	1
26	5/16 – 18 x _ Lg Bolt	8
27	5/16 – 18 Nut	8
28	5/16 Lock Washer	8
29	Bushing 10DU08	4

Ordering Replacement Parts

LiftCOA has carefully chosen the components in your unit to be the best available for the purpose. Replacement parts should be identical to the original equipment. LiftCOA will not be responsible for equipment failures resulting from the use of incorrect replacement parts or from unauthorized modifications to the unit.

LiftCOA can supply all replacement parts for your lift. With your order, please include the model number and the serial number of the unit. You can find these numbers on the name plate. This plate is located within the scissors mechanism.

To order replacement parts, please call the LiftCOA Parts Department. Parts are shipped subject to the following terms:

- FOB factory
- Returns only with the approval of our parts department.
- Credit cards preferred (except parts covered by warranty).
- Freight collect for truck (except parts covered by warranty).
- Freight – prepaid and invoice for small parcel shipments (except parts covered by warranty).

Parts replaced under warranty are on a “charge-credit” basis. We will invoice you when we ship the replacement part, then credit you when you return the worn or damaged part.

LiftCOA Parts Department

PO BOX 124 , GREENSBURG, IN 47240

Toll Free: 877.515.8297

Tel. 812.222.2005 / Fax 812.222.2013

Email: service@liftcoa.com

www.LiftCOA.com

RESTOCKING POLICY

LiftCOA's goal is for you to be satisfied with your order. Merchandise may be returned, but returns will be subject to a restocking fee to cover the costs LiftCOA incurs which include but are not limited to handling, storage of the units, etc. LiftCOA will issue refurbishing costs where end-user wear is apparent. We would prefer to not charge for these costs but find it necessary, we apologize for any inconvenience. Please review the RETURN MATERIALS AUTHORIZATION (RMA) PROCEDURES.

PARTS

Standard parts may be returned with a 20% restocking fee. Modified or custom-engineered parts are not returnable. Unfortunately, due to potentially concealed damage, all sales of electrical assemblies are final.

QUALITY ISSUES

Should you feel there is a quality problem, please contact the seller to ask questions and gather information on how to rectify the issue. LiftCOA reserves the right to determine potential credits, as a result of factory defects, based on its inspection of the merchandise.

GENERAL

All products shipped from our factory have passed Quality Assurance inspection and testing. The carrier of choice has signed for, and accepted the product in new working condition. The customer should inspect to ensure it is not received damaged, has no concealed damage or is not incomplete. Parts orders are determined to be complete based upon LiftCOA inspection sheets and carrier shipping weights.

RETURN MATERIALS AUTHORIZATION (RMA) PROCEDURES

Although LiftCOA is not legally obligated to issue a credit for any merchandise, the RETURN MATERIALS AUTHORIZATION (RMA) PROCEDURE is provided as a courtesy to our customers in the event they do not receive what they wanted.

If a customer wishes to return a LiftCOA product, the first step in the process is to request an RMA number from LiftCOA's Customer Service Department. This request must be made on or before the thirtieth calendar day following the date of LiftCOA's invoice for the merchandise being returned.

The RMA number must appear on the outside of any packaging material for a return to be accepted and processed by LiftCOA. Customers shipping returns back to LiftCOA from the Continental US, Canada and Mexico have fourteen days from the effective date of the RMA to have the merchandise arrive freight prepaid at LiftCOA. Returns from locations other than the Continental US, Canada and Mexico must be shipped within the fourteen day period to arrive Free On Board (FOB) at LiftCOA as soon as practical. If a customer believes LiftCOA's merchandise is defective, freight will be reimbursed to the original "Bill To" on the invoice if LiftCOA finds that the merchandise is defective.

Please remember that merchandise with RMA's coming back to LiftCOA from the Continental US, Canada and Mexico will not be accepted by LiftCOA. if the returned goods do not arrive freight prepaid at LiftCOA within the fourteen day effective period.

All credits issued are less restocking fees as applicable, plus any assessed outbound/inbound in-transit damages.

Return addresses: please refer to your RMA for the address to which your product should be returned.

Attn: Receiver / RM#

LiftCOA Service Department

PO BOX 124 , GREENSBURG, IN 47240

Toll Free: 877.515.8297

Tel. 812.222.2005 / Fax 812.222.2013

Email: service@liftcoa.com

www.LiftCOA.com

LiftCOA Limited Warranty Policy

LiftCOA warrants all of its products against defects in the welded structural frame and, if applicable, scissor legs from faulty material and workmanship for a period of five years from the date of invoice.

A lifetime limited warranty is provided for the Airstroke Actuator™ in all pneumatic lifts against any defect due to faulty material or workmanship.

All batteries are covered under a separate limited warranty from the battery manufacturer for a period of one year from the date of invoice.

All other components have a limited warranty against defects in faulty material and workmanship for a two year period from the date of invoice date of invoice and 30 day limited warranty on labor. Please note that prior authorization from LiftCOA is required on all warranty work.

There are no implied warranties of any kind, more specifically, there are no warranties of merchantability or fitness for any particular purpose. LiftCOA' sole warranty shall be as set forth in this limited warranty.

LiftCOA will elect to repair or replace a defective component without charge, if any components should become defective within the limited warranty period. Proof of purchase is required for warranty. The charge for shipping the defective component is the responsibility of the buyer and must be accompanied with an RMA number. The shipping charge to return the component to the buyer is the responsibility of LiftCOA, Inc.

This limited warranty does not cover labor expense for removal or reinstallation of components after thirty days. This limited warranty shall not cover, among other things: damages resulting from foreign matter or water, failure to provide reasonable and necessary maintenance, and if applicable, use of product while charger is plugged into an AC outlet, or failure to follow operating instructions. The limited warranty is not valid for damage resulting from negligence, accident, unreasonable use, abuse or misuse, exceeding data plate capacities or altering the product without LiftCOA authorization.

LiftCOA expressly disclaims and excludes any liability for consequential, incidental, indirect or punitive damages or financial loss to people or property resulting from any breach of warranty or the operation or failure of this product.

LiftCOA makes no representation that this product complies with local, state, or federal safety/product standards codes. Should this product fail to comply in any way with those codes, it shall not be considered a defect of materials or workmanship. LiftCOA shall not be held liable for any damages resulting from noncompliance. It is the dealer's responsibility to exercise this limited warranty. This limited warranty is provided to the original purchaser (defined as the original end user) and is nontransferable. This constitutes the complete and final agreement involving LiftCOA and limited warranty obligations for products.