

Jefferson[®]

PROFESSIONAL TOOLS & EQUIPMENT



3 TONNE TROLLEY JACK

JEFJKFL03

User Manual
v.1.1



1. Safety

IMPORTANT: READ ALL INSTRUCTIONS BEFORE USE

Before using this trolley jack, be sure to read all content within this manual, ensuring that you understand the operating procedures, maintenance requirements and all safety warnings. Please ensure that you have read and fully understand the safety guidelines and operating instructions in this manual before operating this equipment.

- Ensure the jack is in sound condition and good working order. Take action for immediate repair or replacement of damaged parts. Use genuine parts only. The use of unapproved parts may be dangerous and will invalidate the warranty.
- Locate the jack in a suitable, well lit working area.
- Keep working area clean and tidy and free from unrelated materials.
- Use jack on level and solid ground, preferably concrete. Avoid tarmac as jack may sink in.
- Place chocks under wheels of vehicle (but ensure wheels of jack can freely move).
- Ensure the vehicle handbrake is engaged, engine is switched off and transmission is in gear (or "PARK" if automatic).
- Ensure minimum distance of 0.5m between vehicle and static objects such as doors, walls, etc., to allow for vehicle tilting.
- Ensure there are no passengers in the vehicle.
- Ensure all non-essential persons keep a safe distance whilst the jack is in use.
- Only place jack under those lifting points recommended by vehicle manufacturer (see vehicle hand book).
- Check the lifting point is stable and centred on the jack saddle.
- Ensure the jack wheels are free to move and that there are no obstructions.
- Use suitable capacity axle stands under the vehicle before proceeding with any task.
- Ensure there are no persons or obstructions beneath the vehicle before lowering.
- Use a qualified person to maintain or repair the jack hydraulic system.
- When not in use store jack, fully lowered, in a safe, dry, childproof area.

DANGER: USE THE JACK FOR LIFTING ONLY, NOT FOR SUPPORTING THE LIFTED LOAD.

- **DO NOT** operate the jack if damaged.
- **DO NOT** allow untrained persons to operate the jack.
- **DO NOT** exceed the rated capacity of the jack (2 Tonne). When lifting a load of maximum capacity or close to it, it is recommended that the effort be reduced by the use of assistance during this operation.
- **DO NOT** allow the vehicle to move while supported by the jack, or use the jack to move the vehicle.
- **DO NOT** jack vehicle if there is a risk of spillage of fuel, battery acid, or other dangerous substances.
- **DO NOT** work under the vehicle until axle stands have been correctly positioned.
- **DO NOT** use the jack for purposes other than which it is intended.
- **DO NOT** top up hydraulic system with brake fluid. Use hydraulic jack oil only.
- **DO NOT** adjust the safety overload valve.

2. Specification

Model Number: JEFJKFL03

Weight: NW: 18.3Kg / GW: 19Kg

Minimum Height: 140mm

Length: 625mm

Capacity: 3 Tonne

Maximum Height: 432mm

3. Assembly

BEFORE FIRST USE

- Before using the jack, purge the hydraulic unit in order to eliminate any air in the system. Place handle (Fig. 1H) onto the release valve nut (Fig. 1B) and open the valve by turning the handle anti-clockwise, place the handle back into the jacking socket (Fig. 1A) and pump for 30 to 40 seconds.
- When complete, close the release valve by turning the valve nut clockwise.
- Place a few drops of hydraulic jack oil onto the pump piston and pump the handle several times to distribute the oil.
- Thoroughly lubricate all moving parts.
- To pump, place the handle into the jacking socket and turn it to engage the external pin.
- To operate the release valve engage the cross pin in the open end of the handle with the slot in the end of the release valve.

FIG. 1

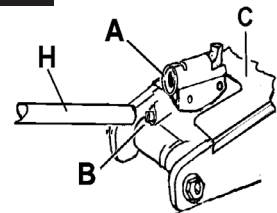
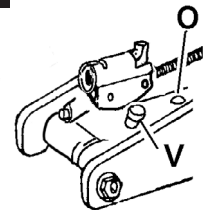


FIG. 2



4. Operation

- Prepare the vehicle as mentioned in the safety instructions ensuring the ground on which the jack is to stand is level and solid (not tarmacadam).
- Position the jack saddle under the vehicle manufacturer's recommended lifting point.

JACKING THE VEHICLE

- Close the release valve (Fig. 1B) using the handle (Fig. 1H). Place the handle into the handle socket (Fig. 1A) and commence pumping handle up and down using maximum strokes until the jack saddle reaches the vehicle jacking point. Check the jacking point is centrally located on the saddle and raise the vehicle.
- Should the jack become overloaded, a safety excess pressure valve will open, and stop the vehicle from lifting (Fig. 2V).

LOWERING THE VEHICLE

WARNING! Ensure there are no persons or obstacles beneath the vehicle, or in the path of its descent.

- If using axle stands, raise the jack high enough for the stands to be easily removed. Then place the handle (Fig. 1H) onto the release valve nut (Fig. 1B) and turn anti-clockwise, very slowly, to open the valve.
- The lowering speed is controlled by the amount you turn the handle. Lower carefully, avoid any sudden changes in descent rate which would shock load the hydraulic system.

WARNING! The jack is a lifting device only and must not be used to support the load. Use correctly rated axle stands to support the load. When lifting a load of maximum capacity (1.5 tonne) or close to it, it is recommended that the effort be reduced by the use of assistance during this operation.

5. Maintenance

NOTICE: Use high grade hydraulic oil only. Never use brake fluid, motor oil, transmission fluid, turbine oil or any other fluids. ISO-VG22 or equivalent hydraulic oil is recommended.

- When the jack is not in use, the ram should be in its lowest position to minimise corrosion. Remove the handle to de-activate jack.
- Before each use check for broken, cracked, bent, or loose parts, or any visible damage to ram, pump, saddle, lifting arm, frame and all parts including nuts, bolts, pins and other fasteners. If any suspect item is found remove jack from service and take the necessary action to remedy the problem.

DO NOT use the jack if you believe it has been subjected to abnormal load or shock load.

CHECK AND REFILL OIL

- With the jack in the fully lowered, level position, if unit cover is provided, remove unit cover (Fig. 1C), then remove oil filler plug (Fig. 2O).
- Proper oil level should be just covering inner cylinder as seen from the oil filler plug hole.
- Do not overfill. Always fill with new, clean hydraulic jack oil as recommended above.
- Reinstall oil filler plug, then reinstall unit cover.

LUBRICATION AND CLEANING

- Periodically clean and lubricate all moving parts and pivot points.

AIR VENTING PROCEDURES

- With the jack in the fully lowered position and the release valve open, remove the oil filler plug (Fig. 2O).
- Pump the handle rapidly several times. Replace the oil filler plug.
- Turn the release valve clockwise to the closed position.
- Pump the handle until the lift arm reaches maximum height and continue to pump several times to remove trapped air in the system.
- Turn the release valve counterclockwise in one full turn and lower lift arm to the lowest position. Use force on saddle if necessary.
- Carefully and slowly loosen oil filler plug to release pressurized air.
- Repeat above steps until trapped air is completely vented.

DAMAGED EQUIPMENT

Any jack that appears to be damaged in any way, is found to be worn, or operates abnormally **SHOULD BE REMOVED FROM SERVICE UNTIL REPAIRED**. It is recommended that necessary repairs be made by a manufacturer's or supplier's authorized repair facility if repairs are permitted by the manufacturer or supplier.

ALTERATIONS

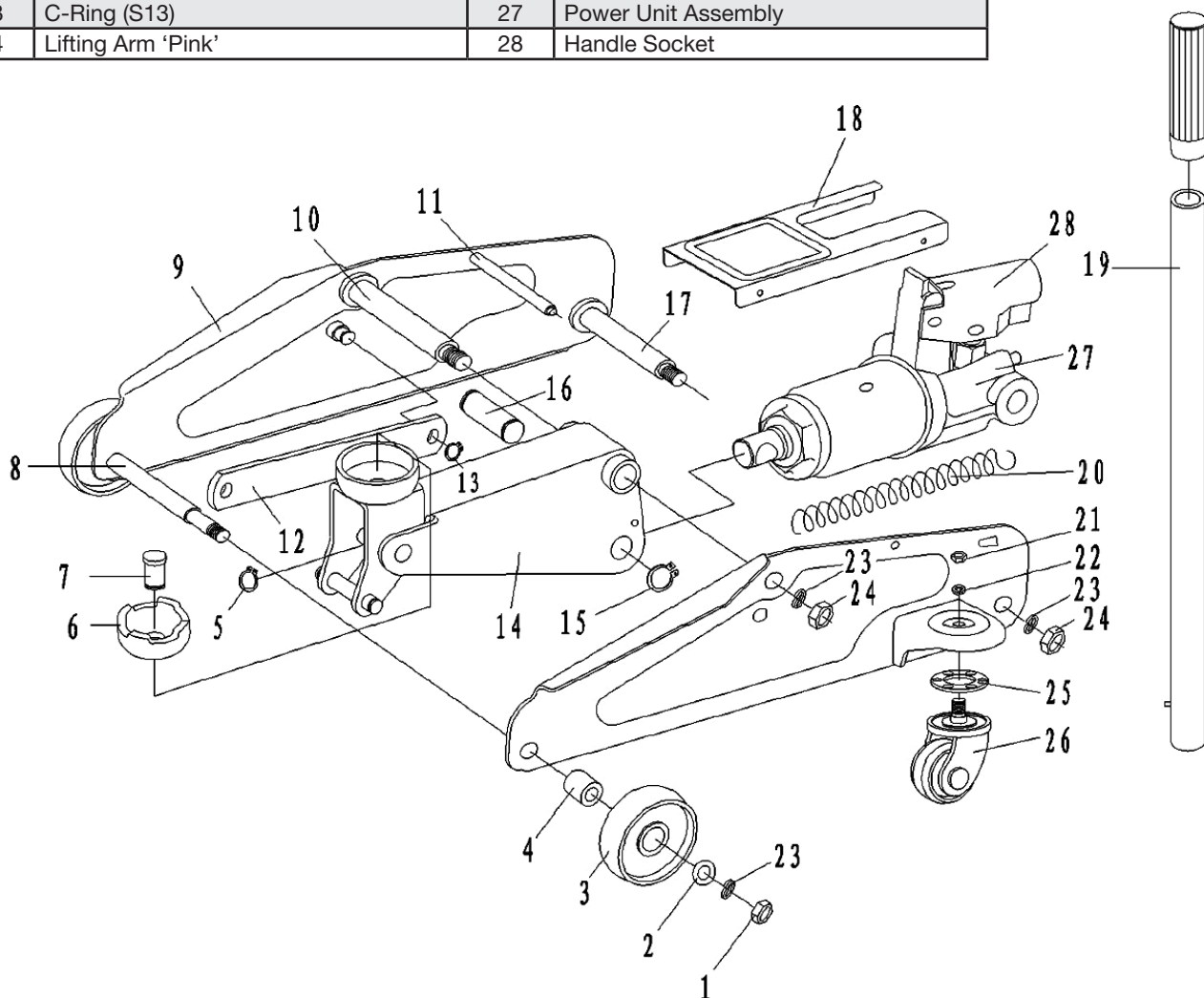
Because of potential hazards associated with this type of equipment, no alterations should be made to the product.

ATTACHMENTS AND ADAPTERS

Only attachments and/or adapters supplied by the manufacturer should be used.

6. Parts Diagram

ITEM	DESCRIPTION	ITEM	DESCRIPTION
1	Nut (M16)	15	C-Ring (S22)
2	Washer	16	Link Shaft
3	Front Wheel	17	Anchor Bolt
4	Bushing	18	Cover Plate
5	C-Ring (S13)	19	Handle
6	Saddle	20	Return Spring
7	Saddle Pin	21	Hex Full Nut M10 BZP
8	Front Wheel Shaft	22	Lock Washer (M10)
9	Side Plate (left) 'Pink'	23	Lock Washer (M16)
10	Lifting Arm Spindle	24	Nut (M16)
11	Spindle, Side Member	25	Plastic Bearing Race
12	Link Rod	26	Castor Assembly 56x20x8
13	C-Ring (S13)	27	Power Unit Assembly
14	Lifting Arm 'Pink'	28	Handle Socket



7. Troubleshooting

Symptom	Possible Cause	Corrective Action
Jack will not lift the load	1. Release valve not tightly closed. 2. Low oil level. 3. Defective or worn internal parts. 4. Load exceeds maximum allowance.	1. Tighten release valve. 2. Check and add oil. Follow "Check and Refill Oil" instructions on page 5. 3. Discontinue use and contact a local repair centre. 4. Use a higher capacity jack.
Jack will not hold the load	1. Release valve not tightly closed. 2. Power unit malfunction.	1. Tighten release valve. 2. Discontinue use and contact a local repair centre.
Jack will not descend to minimum height, or will not remain in lowered position	1. Air trapped in system. 2. Reservoir oil overfilled.	1. Vent air out of system. Follow "Air Venting Procedures" on page 5. 2. Check and ensure proper oil level. Follow "Check and Refill Oil" instructions on page 5.
Jack will not lift to maximum height	1. Low oil level.	1. Check and ensure proper oil level. Follow "Check and Refill Oil" instructions on page 5.
Jack will not function properly after trying solutions above	1. Internal malfunction or structural damage.	1. Stop usage and contact an authorized repair centre.

Jefferson[®]
PROFESSIONAL TOOLS & EQUIPMENT

Parts & Servicing

For Jefferson approved replacement parts contact your nearest dealer or contact Jefferson tools

Telephone: +44 (0)1244 646 048

Fax: +44 (0)1244 241 191

Email: warranty@jeffersonstools.com

LIMITED WARRANTY STATEMENT

Jefferson Professional Tools & Equipment, or hereafter "Jefferson" warrants its customers that its products will be free of defects in workmanship or material. Jefferson shall, upon suitable notification, correct any defects, by repair or replacement, of any parts or components of this product that are determined by Jefferson to be faulty or defective.

This warranty is void if the equipment has been subjected to improper installation, storage, alteration, abnormal operations, improper care, service or repair.

Warranty Period

Jefferson will assume both the parts and labour expense of correcting defects during the stated warranty periods below.

All warranty periods start from the date of purchase from an authorised Jefferson dealer. If proof of purchase is unavailable from the end user, then the date of purchase will be deemed to be 3 months after the initial sale to the distributor.

1 Year

- All Jefferson Trolley Jacks

90 Days

- All replacement parts purchased outside of the warranty period

Important: All parts used in the repair or replacement of warranty covered equipment will be subject to a minimum of 90 days cover or the remaining duration of the warranty period from the original date of purchase.

Warranty Registration / Activation

You can register and activate your warranty by visiting the Jefferson Tools website using the following address: www.jeffersonstools.com/warranty and completing the online form.

Online warranty registration is recommended as it eliminates the need to provide proof of purchase should a warranty claim be necessary.

Warranty Repair

Should Jefferson confirm the existence of any defect covered by this warranty the defect will be corrected by repair or replacement at an authorized Jefferson dealer or repair centre.

Packaging & Freight Costs

The customer is responsible for the packaging of the equipment and making it ready for collection. Jefferson will arrange collection and transportation of any equipment returned under warranty. Upon inspection of the equipment, if no defect can be found or the equipment is not covered under the terms of the Jefferson warranty, the customer will be liable for any labour and return transportation costs incurred. These costs will be agreed with the customer before the machine is returned.

** Jefferson reserve the right to void any warranty for damages identified as being caused through misuse*

Warranty Limitations

Jefferson will not accept responsibility or liability for repairs made by unauthorised technicians or engineers. Jefferson's liability under this warranty will not exceed the cost of correcting the defect of the Jefferson products.

Jefferson will not be liable for incidental or consequential damages (such as loss of business or hire of substitute equipment etc.) caused by the defect or the time involved to correct the defect. This written warranty is the only express warranty provided by Jefferson with respect to its products.

Any warranties of merchantability are limited to the duration of this limited warranty for the equipment involved.

Claiming Warranty Coverage

The end user must contact Jefferson Professional Tools & Equipment (Tel: **+44 (0) 1244 646 048**) or their nearest authorised Jefferson dealer where final determination of the warranty coverage can be ascertained.

Step 1 - Reporting the Defect

Online Method:

- Visit our website www.jeffersonstools.com/warranty and complete the Warranty Returns form. You can complete the form online and submit it to us directly or download the form to print out and return by post.

Telephone Method:

Contact your Jefferson dealer or sales representative with the following information:

- Model number
- Serial number (usually located on the specification plate)
- Date of purchase

A Warranty Returns form will be sent to you for completion and return by post or fax, together with details of your nearest authorised Jefferson repair centre. On receipt of this form Jefferson will arrange to collect the equipment from you at the earliest convenience.

Step 2 - Returning the Equipment

It is the customer's responsibility to ensure that the equipment is appropriately and securely packaged for collection, **together with a copy of the original proof of purchase**. Please note that Jefferson cannot assume any responsibility for any damage incurred to equipment during transit. Any claims against a third party courier will be dealt with under the terms & conditions of their road haulage association directives.

Please note: Jefferson will be unable to collect or process any warranty requests without a copy of the original proof of purchase.

Step 3 - Assessment and Repair

On receipt, the equipment will be assessed by an authorised Jefferson engineer and it will be determined if the equipment is defective and in need of repair and any repairs needed are covered by the warranty policy. In order to qualify for warranty cover all equipment presented must have been used, serviced and maintained as instructed in the user manual.

Where repair is not covered by the warranty a quotation for repair, labour costs and return delivery will be sent to the customer (normally within 7 working days). **Note:** If the repair quotation is not accepted Jefferson Professional Tools & Equipment will invoice **1 hour labour time at £30 per hour plus return carriage costs (plus VAT)**.

In cases where no fault can be found with the equipment, or, if incorrect operation of the equipment is identified as the cause of the problem, a minimum of 1 hour labour at **£30 per hour plus carriage costs** will be required before the equipment will be despatched back to the customer.

Any equipment repaired or replaced under warranty will normally be ready for shipment back to the customer within 7 working days upon receipt of the equipment at an authorised Jefferson Repair centre (subject to part availability). Where parts are not immediately available Jefferson will contact you with a revised date for completion of the repair.

General Warranty Enquiries

For any further information relating to Jefferson warranty cover please call **+44 (0) 1244 646 048** or send your enquiry via email to warranty@jeffersonstools.com

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EC Declaration of Conformity

We, Jefferson Professional Tools & Equipment, as the authorised European Community representative of the manufacturer, declare that the following equipment conforms to the requirements of the following Directives:

EN 1494:2000+A1:2008 (as amended)

Mobile or movable jacks and associated lifting equipment

2006/42/EC (as amended)

Machinery Directive

Equipment Category: Trolley Jack / Lifting Equipment
Product Name/Model: JEFJKFL03 - 3 Tonne Trolley Jack
Maximum Load: 3 Tonne

Signed by:

Position in the company:

Date:

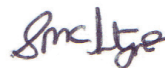
This technical document is held by:

Stephen McIntyre

Operations Director

25 February 2017

Jimmy Hemphill



Technical file holder's address as shown below

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United Kingdom,
CH4 9QR

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Email: sales@jeffersonstools.com

IMPORTANT! SAFETY FIRST!

Before attempting to use this product please read all the safety precautions and operating instructions outlined in this manual to reduce the risk of personal injury.

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