



MAINTENANCE MANUAL

2018



Thank you for choosing ActiveFit!

If you have any questions or concerns about the equipment, please contact us directly.

Please read the following maintenance manual carefully. It is recommended that you keep this manual in a safe place in the event you need to refer to it in the future.

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IMPORTANT SAFETY INFORMATION

It is essential that all outdoor fitness equipment is carefully inspected and properly maintained. Maintenance checks should be performed on a regular basis. This will help ensure that the equipment remains in its best working condition and poses no risk or potential danger to users.

MAINTENANCE GUIDELINES

Routine inspections and proper maintenance is necessary for the longevity of your equipment and the ongoing validity of your warranty. The frequency of inspection is dependent on the equipment type, risk of vandalism, and environmental factors. A maintenance schedule should be established accordingly.

Motion based equipment will require closer examination than static equipment due to risks associated with moving parts. If your fitness station is damaged, bearings and/or joints break or fail to operate smoothly, take the equipment out of service immediately and contact ActiveFit's Customer Service.

Since parks are prone to vandalism, equipment that is installed in unsupervised areas should be inspected regularly for man-made hazards or breakage. If vandalism is a re-occurring event in your area, adjust your maintenance schedule to include more frequent inspections. You may choose to take additional preventive measures against vandals to prevent further harm.

For pieces of equipment installed near salted bodies of water or grounds that are frequently spread with salt or brine, this will increase the possibility of corrosion damage to the equipment's finish and/or components and will therefore require more frequent cleaning. Keep in mind that some lawn care and pest control products may cause premature corrosion.

The following are examples of tasks that should be performed during routine inspections and maintenance schedules:

- ▶ Remove anything that has been attached to the equipment (rope, chain, etc.).
- ▶ Remove any obstacles or tripping hazards around the fitness equipment.
- ▶ Check that the equipment is securely fastened to the concrete pad or post extension.
- ▶ If safety surfacing is present, ensure it is evenly raked and/or topped up as necessary.

- ▶ Check for trapped water/snow on or under the fitness station.
- ▶ Check bearings and pinions for smooth operation and note any excessive wear.
- ▶ Check for exposed mechanisms, moving parts, or possible pinch points.
- ▶ Check for missing, loose or damaged components, including pipe caps, seats, foot pads and hand grips.
- ▶ Check that all bolts are tight.
- ▶ Check welds for evidence of cracks or breaks.
- ▶ Check for chipped or corrosion of the powder coated finish, welds and bolts and repair with light sanding and the application of touch-up paint as necessary.
- ▶ Wipe down all surfaces and remove any graffiti with graffiti remover.
- ▶ Ensure that required warning and use signs are present and readable.

CLEANING

To clean your fitness station, you can use warm, soapy water and then rinse with clean water. If your equipment is installed within 5 miles (8 km) of salt water (where rain will have a high salt content), you may need to clean your equipment more frequently. Check the powder coated finish, welds and fasteners for evidence of rusting or corrosion that may be related to exposure to salt water and take corrective action immediately.

If paint touch up is required, follow these steps:

- ▶ **Prepare the Area:** If rusted, use 80 grit sandpaper and sand the area to be repaired until all rust is removed. After the rust is removed, rough and blend the edges of the surrounding paint using 120 grit sandpaper. Wipe the area clean, removing all rust and paint dust.
- ▶ **Apply Base Coats:** Apply two light coats of paint to the sanded area - do not try to obtain complete coverage with the first coat. Allow paint to dry between coats.
- ▶ **Apply Top Coats:** Apply two further light coats of paint - apply more if necessary, but make sure each coat is applied lightly. Allow paint to dry between coats.

MAINTENANCE KIT

A Maintenance Kit has been provided to you that contains all essential tools and fasteners. Prior to replacing missing, damaged or rusted hardware, review the installation manual for hardware specifications. Ensure that thread locking fluid is applied when tightening or replacing hardware. Review application method for proper use of thread locking fluid, graffiti remover and touch up paint before using.



In the Maintenance Kit you will find:

ITEM	QTY.
T45 TORX Bit	1
T45 TORX Wrench	1
5/16" Allen Wrench	1
Graffiti Remover	1
Loctite Thread locker (Small Tube)	1
3/8" - 16 X 1" : Six Lobe Bolt SS	4
3/8" - 16 X 1 1/4" : Six Lobe Bolt SS	2
3/8" - 16 X 1 1/2" : Six Lobe Bolt SS	2
3/8" - 16 X 1 3/4" : Six Lobe Bolt SS	2
1/2" Galvanized Structural Washer	4
5/8"-11 18-8 Stainless Steel Finished Hex Nut	2
5/8" Mechanical Galvanized Steel Finished Flat Washer	4
3/8" ID X 1" OD Flat Washer SS	6
1/2" - 1/2 X 1.75" Hex Drive SS Button Socket Cap Screw	2
1/2" - 13 X 1.5" Hex Drive SS Button Socket Cap Screw	2
1/2" - 13 SS Finished Hex Nut	2
3/8" Tee nuts SS	4
Touch-up Paint Can - Colour #1	1
Touch-up Paint Can - Colour #2	1
Installation & Maintenance Manual	1

INSPECTION CHECKLIST GUIDELINES

The following checklist is for guidance only and is not intended as a definitive list. Each area must be inspected on its own merits, taking into account potential hazards pertaining to its individual location, natural and man-made features and specific equipment.

It is the owners responsibility to set up a Safety Management and Record System for all equipment; recording details of inspections, scheduling maintenance, repairs and performing risk assessments.

The inspections should be carried out by a competent person, be well thought out and performed attentively. The level of competence required will vary with the task.



Weekly and Quarterly Inspection Checklist sheets available online. Download them today at:
<http://www.activefit.ca/support>

WEEKLY INSPECTION CHECKLIST

Site Name: _____

Inspected By: _____

Inspection Date: _____

WEEKLY INSPECTION CHECKLIST	WK1	WK2	WK3	WK4	WK5
Check that all fasteners are secure.					
Check that there are no hazards on or around the equipment such as broken parts or debris.					
Check that the ground clearance levels are maintained.					
Check that foundations are not exposed.					
Check that there are no sharp edges, missing parts, excessive wear to moving parts, and that the equipment is structurally sound.					

	INSPECTION COMMENTS	REPAIR DATE
Week 1		
Week 2		
Week 3		
Week 4		
Week 5		

QUARTERLY INSPECTION CHECKLIST

Site Name: _____

Inspected By: _____

Inspection Date: _____

QUARTERLY INSPECTION CHECKLIST	QTLY.1	QTLY.2	QTLY.3	QTLY.4
Check that all fasteners are secure.				
Check that there are no hazards on or around the equipment such as broken parts or debris.				
Check that the ground clearance levels are maintained.				
Check that foundations are not exposed.				
Check that there are no sharp edges, missing parts, excessive wear to moving parts, and that the equipment is structurally sound.				

QUARTERLY INSPECTION CHECKLIST	QTLY.1	QTLY.2	QTLY.3	QTLY.4
All structures and frames should be checked to ensure there is no bending, warping, cracking, or loosening.				
Static pieces of equipment should be checked to ensure parts are not bent, broken, loosened, worn or missing.				
Check that welds are not damaged or corroded.				
Check that exposed mechanisms and moving components move freely and show no signs of wear or binding.				
Check that foundations are not cracked, loose in the ground or corroded at the base.				
Check that mechanical devices and other moving parts (pivot points, universal joints etc.) have no worn bearings, are not seized or have excessive or unduly noisy motion, have incorrect clearances and/or missing covers and are sufficiently greased/lubricated.				
Check that all surfacing around the items has no trip hazards, areas where water may pool, holes or litter.				
Check that the surface finish of equipment is free from rust and other corrosion, cracks, splinters, sharp edges and broken or open joints.				

MAINTENANCE RECOMMENDATIONS

To assist you in keeping full and accurate records, space is provided below for you to note recommendations for remedial work that are made following an Annual Inspection and to confirm that each task has been attended to.

Action Required:

1.

Completed on: / /

2.

Completed on: / /

3.

Completed on: / /

4.

Completed on: / /

5.

Completed on: / /

6.

Completed on: / /

7.

Completed on: / /

8.

Completed on: / /

9.

Completed on: / /

10.

Completed on: / /

This checklist is for guidance only and is not intended as a definitive list. Each piece of fitness equipment must be inspected on it's own merits, taking into account potential hazards pertaining to it's individual location, natural and man made features and specific equipment.

Owners of exercise equipment should set up a Safety Management and Record System for all equipment - recording details of equipment type, manufacturer, details of annual inspections and risk assessments.

WARRANTY

If any ActiveFit Outdoor Fitness Exercise Station fails due to defects in materials or workmanship, and subject to the specific warranty periods and exclusions stated below, Active Playground Equipment Inc. (APE) will, at its discretion and through its authorized representative, repair or replace any components or parts found defective without charge.

10 Year Limited Warranty:

- ▶ Metal support posts and non-moving secondary metal structural frames
- ▶ High density polyethylene (HDPE) including seats, back rests, foot pads, pedals and hand grips
- ▶ Powder coated and painted finishes
- ▶ Stainless steel fasteners
- ▶ Welds

2 Year Limited Warranty:

- ▶ Moving metal components
- ▶ Pivot point shafts, bearings and bushings
- ▶ Ropes and cables

Exclusions:

Warranty claims will be compromised should any claim be the result of:

- ▶ Exercise equipment not assembled or installed according to APE's assembly and installation instructions;
- ▶ Exercise equipment not maintained according to APE's maintenance procedures;
- ▶ Misuse, negligence, vandalism, or accident;
- ▶ Cosmetic issues including wear and tear under normal use such as dents, scratches, marring, fading and discoloration, minor rusting, exposure to abrasive materials such as sand or peastone, and/or exposure to salt water;
- ▶ The addition or substitution of unauthorized components or parts;
- ▶ Exercise equipment having been modified, altered, or repaired by persons other than an APE authorized installer or representative which, in the judgment of Active Playground Equipment Inc. affects the condition or operation of the Exercise Station.

Shipping, handling and installation charges are not included. All shipments are F.O.B. Point Edward, Ontario, Canada, freight prepaid and charged.

All warranties commence on the date of invoice to the end-user.

Upon being notified promptly in writing of any defect, APE shall make available replacement parts or components within 30 days to its authorized representative. Shipping, handling and/or installation charges to the end-user are exclusively at the discretion of the authorized representative. Replacement components or parts will be warranted for the balance of the original warranty.

APE does not authorize any employee, representative or any other person to assume on its behalf any other liability in connection with the sale or use of any ActiveFit Exercise Station.



Ordering Replacement Parts

Replacement parts can be ordered by emailing info@activefit.ca or calling our customer service at 1-800-463-2361.

THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE.



**ADDRESS**

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