



**FLEXI-LIFT**  
LIMITED USE/LIMITED APPLICATION ELEVATOR

# Owner's Manual

and Warranty Information

Part#?????  
Rev. A



4001 East 138th Street  
Grandview, MO 64030-2837  
Phone: 816-763-3100

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It is important that this entire manual be read and understood prior to attempting operation of equipment. Also, please observe all cautions and warnings!

### IMPORTANT

The Serial Number of your Flexi-Lift® Elevator is:

This serial number contains important information about your lift. This number may be needed if the lift requires replacement parts. Please keep it handy.

## INTRODUCTION

Your Flexi-Lift® has been manufactured with the same precision and care that has been a tradition for decades. You can be proud of the fact that you join thousands of others who have turned to Access Industries for the ideal solution to their accessibility needs.

As you will soon discover, your elevator is easy to operate and has been designed for years of dependable and trouble-free operation. However, as with all electrical and mechanical equipment, proper operation and periodic maintenance is absolutely required.

This manual has been prepared to provide clear, concise operating and maintenance instructions. We urge you to read and adhere to the important guidelines provided in this manual before you attempt to operate your elevator.

Please remember . . . If you do require service, only an authorized Access Industries' dealer has the trained technicians with the required tools and genuine replacement parts needed to properly repair your lift. They are committed to providing quality service . . . . .

### Dealer Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone No.: \_\_\_\_\_

If you have questions concerning the operation or maintenance requirements of your Flexi-Lift, please contact the local dealer listed above or contact us:

Access Industries, Inc.  
4001 East 138th Street  
Grandview, MO 64030-2837  
816-763-3100

## DESCRIPTION OF FEATURES

Become familiar with the location and function of the features and options included on your Flexi-Lift before using.

**Elevator Controller:** Located in the machine room, the Programmable Logic Controller is UL listed. It has LED indicators for use by service personnel that simplify troubleshooting and diagnostics.

**Drive System:** 1:2 roped hydraulic single stage cylinder powered by 3.5 hp submersed motor with two speed valve assembly.

**Automatic Car Control Buttons:** Located on the car operating panel. Press and release the desired floor number to send the elevator to that floor. The button illuminates when pressed, indicating the command was registered by the elevator controller. The buttons are also provided with Braille.



**Automatic Call Buttons:** Located near each hoistway door. Press and release the button to call the elevator to that floor. The button illuminates when pressed, indicating the "call" was registered by the elevator controller.

**Keyed Car Emergency Stop Switch:** Located on the car operating panel, it is provided to stop the elevator's movement in the event on an emergency. Turn the key clockwise to stop the car. The key can only be removed in the "run" position.

**Keyed Car Stop Switch:** Located on the car operating panel, it is provided to limit use to authorized persons only.

**Emergency Alarm Button (Optional):** Located on the car operating panel, this button can be depressed to activate the alarm. The button illuminates when pressed.

**Door Open Button (Optional):** Automatic car and hoistway doors can be opened while car is at a landing by pressing and releasing the "Door Open" button.

**Car Top Inspection Station:** Located on top of the elevator, this inspection station is for use by service personnel only for testing and servicing the elevator.

**Telephone Jack:** A telephone jack is provided inside the elevator for connecting to a standard telephone.

**Electronic Eye Obstruction Sensor (Optional):** Sensor used in conjunction with automatic horizontal sliding doors to detect obstructions in the doorway. The sensor does not allow the doors to close when an obstruction is present. *The sensors are located at 5" and 29" above the floor level.*

**Hall Lanterns (Optional):** Located on each landing near the hoistway door. The hall lantern illuminates and an electronic signal sounds when the elevator arrives at that floor.

**Passing Signal (Optional):** An electronic signal sounds when the car passes a floor level or stops at a floor.

**Automatic Emergency Lowering (Optional):** In the event of a power failure, the elevator automatically descends to the lowest floor under battery power as long as all doors are closed when power is interrupted. *The doors must be opened from the outside with a key.*

### Manual Emergency Lowering

**Device:** The elevator can be lowered manually by pressing and maintaining constant pressure on the red button on the side of the hydraulic control valve until the car reaches the desired level. **Warning:** *Before attempting to manually lower the car, you must verify that the drive ropes are not slack. The elevator should only be manually lowered in the case of an emergency.*



**Battery Backup Emergency Light :** In the event of a power failure, the inside of the elevator is illuminated by a battery powered light.

**Car Light Switch (Optional):** Turns the car lights on and off just like an ordinary light switch.

**Motion Detector for Car Lights** (Optional): Turns the car lights on when any motion is detected inside the car. The lights turn off after 5 to 15 minutes of no motion.

**Door Interlocks:** Prevents the hoistway door from being opened if the elevator is not at that level. *Unlocking door interlocks should be done only in emergency situations and is explained on page 8.*

**Slack Rope Safety Brake:** In the unlikely event that one of the four ropes, (that the elevator is suspended from, breaks or becomes slack, the slack rope safety brake locks onto the guide rails and all controls are inoperable. Call an authorized Access Industries' dealer immediately in this situation.

**Rupture Valve:** In the unlikely event that the hydraulic line bursts, the rupture valve closes, stopping the flow of hydraulic oil from the cylinder and stopping the elevator

**Overspeed Governor** (Optional): In the unlikely event that the speed of the elevator would reach approximately 90 feet per minute, the slack rope safety brake locks onto the guide rails and all controls are inoperable. Call an authorized Access Industries' dealer immediately in this situation.

**Pit Switch:** Located in the hoistway at the bottom floor level, used to remove power from the elevator controller and hydraulic power unit while servicing or inspecting.

**Automatic Homing:** After the elevator has been inactive for a preset time, it automatically descends to the lowest floor.

**Anti-Creep Device:** Due to the nature of hydraulics, the elevator can "creep" or gradually lower while sitting idle at a floor. In this situation, the hydraulic power unit automatically raises the elevator back to the floor level position.

## IMPORTANT NOTES

The following must be observed at all times:

- Do not exceed capacity of 1400 lbs. (635kg)  
(Some elevator packages may be rated at 750 lbs.)
- Do not bypass any control sensors.
- Do not lean against car doors or hoistway doors.
- Do not use elevator to transport freight.
- Do not operate elevator if it has been damaged in any manner.
- In case of fire, do not use elevator.
- Be certain the elevator is at the proper floor level before entering or exiting.
- Be certain that your dealer has obtained an Elevator Permit from the Local/State Elevator Inspector.

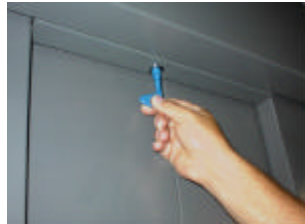
## UNLOCKING HOISTWAY DOORS

**Warning:** The doors should be manually unlocked and opened only in emergency situations. The disconnect switch in the machine room must be turned off before manually unlocking a door.

Familiarize yourself with type of interlock your elevator has. Have your dealer demonstrate the proper procedure for unlocking the hoistway doors.

### Automatic Horizontal Sliding Doors

Insert the emergency release key into the key hole of the door frame header and turn clockwise and hold while physically forcing the door panels open.



### Manual Swing Door with G.A.L. Interlock

Insert the emergency release key into the hole in the door, (near the top) and turn clockwise and hold while pulling the door open.



### Manual Swing Door with Flush Mount Electric Strike Interlock

Insert the key into the key hole in the door, turn clockwise and hold while pulling the door open.



## MAINTENANCE

Regular maintenance is essential in keeping your Flexi-Lift Elevator in proper operating condition. Please remember, you as the owner of this equipment, are responsible for making sure maintenance and upkeep are performed on a regularly scheduled basis.

We strongly urge you to protect your investment by having only an authorized Access Industries' dealer perform all required maintenance, service and repair work.

To assure proper operating condition of your elevator, the items listed below should be inspected and/or serviced every three (3) months. However, additional inspections may be necessary depending on amount of usage. In high usage areas, such as schools, nursing homes and clinics, the unit should be inspected and maintained on a two (2) month schedule.

- Tighten all fastening anchors.
- Inspect drive cables and sheaves for wear. Cables or sheaves must be replaced if showing signs of wear.
- Inspect all travel cables for excessive wear or damage. Replace as necessary.
- Dress ropes with SAE -20W oil. (Do not use grease).
- Check the fluid level in the pump reservoir. If oil level is low, fill reservoir with grade 32 hydraulic oil.
- Check piping, hydraulic jack, rupture valve and control valve for hydraulic oil leakage.
- Verify proper operation of all car and hoistway door sensors.
- Verify proper operation of all car controls and landing call buttons.
- Equalize tension of ropes.
- Verify proper operation of Emergency Lowering Devices.

## TROUBLESHOOTING

Before You Call For Service. . . . .

A quick check of the Operating Instructions in this manual may prevent an unnecessary service call. Before calling your authorized Access Industries' dealer for service, refer to the following checklist . . .

If Lift Will Not Operate:

- Check for a blown fuse or tripped circuit breaker at the main circuit box.
- Verify that power is "on" at the disconnect switch box.
- Check that all doors are completely closed.
- If equipped, check that the emergency stop switch is not activated.
- If equipped, check that key switch is turned to the "run" position.

If the elevator does not operate after checking the above items, contact your local authorized dealer for immediate service. Do not attempt to service the elevator yourself. If your elevator needs servicing, use only original replacement parts and hardware to maintain quality and performance.

## LIMITED WARRANTY

ACCESS INDUSTRIES, INC., 4001 East 138th Street, Grandview, Missouri 64030, warrants to the ORIGINAL PURCHASER ONLY for a **one year period** commencing with the date of installation, that the elevator and all parts used in the elevator shall be free of defects in material and workmanship. The self-addressed Limited Warranty card below must be completed and returned to ACCESS INDUSTRIES within 30 days from the date of the elevator's original purchase in order for this Limited Warranty to go into effect. OTHERWISE, THIS LIMITED WARRANTY WILL NOT BE APPLICABLE.

The following are examples of items not considered manufacturing defects and are not covered by this Limited Warranty. 1. Difficulty or damage resulting from improper assembly, operation, care of maintenance. 2. Minor mechanical adjustments such as tightening of nuts, bolts, and screws. 3. Damage or difficulties due to misuse, neglect, fire, flood, acts of God, ordinary wear and tear, and damage during shipment that would be the responsibility of the carrier.

NO WARRANTY IS EXTENDED, EXPRESS OR IMPLIED, WHETHER OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AFTER EXPIRATION OF THE WARRANTY PERIODS LISTED ABOVE FROM THE DATE OF THE ORIGINAL PURCHASE OF THE LIFT. ACCESS INDUSTRIES and its dealer shall not be liable for any consequential, special or incidental damages arising out of the purchase or use of the lift or resulting from breach of this Limited Warranty, or any implied warranty, and the limit of liability of ACCESS INDUSTRIES and its dealer hereunder shall be the lift's purchase price. Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages, or legal remedies, so these above limitations may not apply to you.

*(continued on back)*

To register your Flexi-Lift® Elevator, this card must be completed and returned to Access Industries, Inc. within thirty days from the date of the lift's original purchase in order for the warranty to go into effect. OTHERWISE, this LIMITED WARRANTY WILL NOT BE APPLICABLE. (Please type or print)

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PURCHASE DATE \_\_\_\_\_ MODEL \_\_\_\_\_ SERIAL NO. \_\_\_\_\_

WHERE IS UNIT LOCATED: (church, school, residence, etc.) \_\_\_\_\_

DEALER'S NAME AND ADDRESS \_\_\_\_\_

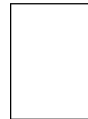
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To make a claim under this Limited Warranty, immediately send to the dealer who sold you the lift and has the responsibility for handling your warranty claim, a notice of your claim, setting forth the defect complained of, along with a copy of the invoice or other proof of purchase and the serial number of the lift. The dealer will notify ACCESS INDUSTRIES. Your notice must be received by the dealer within the warranty period from the date of the lift's original purchase. Any defect in the lift due to materials or workmanship will be repaired or the lift replaced without charge for materials. THIS LIMITED WARRANTY DOES NOT COVER ANY LABOR OR SERVICE CHARGES INCURRED IN THE REPAIR OR REPLACEMENT OF A DEFECTIVE LIFT OR PART BY THE DEALER OR ACCESS INDUSTRIES. It is permissible to have any repairs made or replacement work done as a result of any defects in material and workmanship by someone other than the dealer under this Limited Warranty. However, the Limited Warranty does not cover any charges or expenses assessed by any such other person or company performing such repairs or replacement work. All parts used to replace defective materials must be genuine ACCESS INDUSTRIES parts to be covered by this Limited Warranty.

This Limited Warranty gives you specific legal rights, and you may have other rights which vary from state to state.

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