Checklist: preparing a machinery move

The better the preparation, the faster and safer the move. Go through the points and send us what you already know. We will sort out the rest together.

1. Machine details

- [ ] Manufacturer, model and year
- [ ] Weight (nameplate or documents) and dimensions: length, width, height
- [ ] Center of gravity and lifting points, if known
- [ ] Operating manual with notes on transport and installation
- [ ] Photos of the machine from all sides

2. Route

- [ ] Width and height of doors along the route
- [ ] Floor load capacity, pits, trenches, steps and ramps
- [ ] Obstacles: pipes, cable trays, columns, racks
- [ ] Overhead crane available? Capacity?
- [ ] Access for trucks and, if needed, a crane; space in front of the building

3. New location

- [ ] Final position decided and cleared
- [ ] Foundation or base plate prepared, if needed
- [ ] Connections at the new spot: power, compressed air, cooling water, extraction
- [ ] Enough space around the machine for operation and maintenance

4. Before moving day

- [ ] Have your electrician disconnect the power supply (electrical work stays with you)
- [ ] Disconnect compressed air, cooling and other utilities: we can do this for you and reconnect them at the new location
- [ ] Remove oils, lubricants and coolants if the manufacturer requires it: we can take care of this too
- [ ] Remove or secure loose parts, tools and accessories
- [ ] Back up control data and programs

5. Organization

- [ ] On-site contact person with phone number
- [ ] Preferred date and time window; production shutdowns welcome
- [ ] Site working hours, access rules, safety briefing
- [ ] Electrical connection and commissioning stay with you: who will handle them (manufacturer, your own service team)?

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