

12-Point Pre-Shipment Inspection Checklist

Machinery from China — what to photograph, measure and sign off before the container is sealed

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Use this checklist at the factory, before the machine is packed. Photograph every point and keep the files together with the serial numbers. If a supplier refuses any of these checks, treat it as information: every item below is normal practice in equipment purchasing.

☐ Nameplate and serial number

01 Photograph the machine nameplate, engine/motor plate and frame number. Record them in writing. This is the identity of your machine — without it, any warranty claim is weak.

☐ Engine / motor and hour meter

02 Photograph the hour meter reading. Confirm the engine or motor model matches the contract, and check the manufacture date. Ask for the hour meter reading in writing if the machine is sold as "new".

☐ Hydraulic system

03 Run the machine, then check pumps, cylinders, hoses and fittings for weeping or damp patches. High-pressure leak spots usually show as clean streaks on a dusty body.

☐ Structure and welds

04 Walk around the main frame and boom. Look for crack marks, repainted weld areas, and fresh paint over old corrosion. Photograph each suspicious area with something for scale.

☐ Wear parts - remaining life

05 Jaw plates, hammers, screens, mixer blades, pellet dies and rollers, undercarriage tracks. Photograph and measure thickness or length. Agree in writing how much wear is acceptable.

☐ Electrical and control panel

06 Open the control cabinet: photograph the wiring, the contactors and the terminal labels. Check that voltage and frequency match your country (e.g. 380V/50Hz) and that the panel has a wiring diagram.

☐ Run test - no load and under load

07 Record a short video (30-60 seconds) of the machine starting, running, and producing output. Include the sound. A supplier who will not run the machine is telling you something.

☐ Safety devices

08 Emergency stop, guards, limit switches, warning labels, reverse alarm. Confirm each one works. This matters both for your operators and for insurance.

☐ Documents in the crate

09 Operation manual, certificate of origin, warranty card, spare parts list with part numbers, and the electrical diagram. Check they are physically in the shipment, not "sent by email later".

☐ Tools, accessories and spares

10 Count the standard tool kit, hoses, clamps and the first set of wear parts against the packing list. Photograph the open crate before it is sealed.

☐ Appearance and repaint check

11 Look for mismatched paint, overspray on hoses and bolts, and new bolts on an old frame. Repainting is not always a problem - hiding it is.

☐ Packing, securing and shipping marks

12 Before sealing: check the machine is chocked and strapped, the crate is braced, and the shipping marks match your consignee name and address exactly. Photograph the sealed container number and seal.

Want us to run these 12 checks at the factory for you?

Prepared by David Peng Sourcing - buyer-side sourcing and inspection agent in Zhengzhou, China. Factory video inspection and pre-shipment inspection reports: WhatsApp +86 181 9216 5833 - <https://davidpengsourcing.com/>