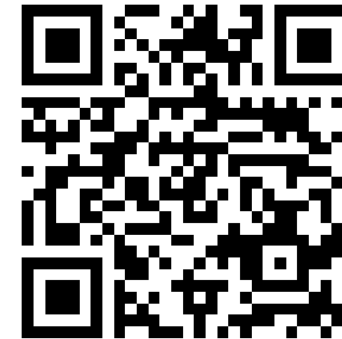


1. Make sure that the register number of the borrowed trailer matches with the received checklist. There are several precisely similar trailers in the metropolitan area.
2. **Check the condition of the trailer by going through the checklist before use!**
3. **Please note! Warning! Never step on the trailer door or inside the trailer if the trailer is not attached to the vehicle or if the rear legs are not in the down position. The trailer will top over!**
4. **You can use the trailer** by following these instructions:
 - a. Open and detach the tow-bar lock from the trailer. Take the tow-bar lock with you for the drive. The trailer must always be locked when you leave it unattended or when the trailer is not attached to the vehicle. (Picture 1 – Picture 3)
 - b. Attach the trailer to the towing hitch of the vehicle: Place the opening at the end of the tow-bar on top of the hitch. Pull the coupling head up and let the trailer fall into place by turning the jockey wheel handle, for example. Release the coupling head, after which the trailer snaps firmly into the hitch. When correctly locked, the coupling head is parallel to the tow-bar. Please make sure that the trailer is attached by lifting the tow-bar. (Picture 2)
 - c. Turn the jockey wheel (Picture 3) from the handle as high as possible and then lift the entire jockey wheel system into the upward position and tighten in place in the driving direction.
 - d. Connect the power cord to the socket in the vehicle. Make sure that the plug fits into the vehicle socket. If the plug does not fit, please use the adapter. You must not force the plug into its place. Make sure that the lights work. (Picture 2)
 - e. Lift the rear legs and lock them in the upward position.
5. **Load and unload the trailer** in accordance with these instructions:
 - a. During the loading and unloading, the legs must be locked in the down position. (Picture 4)
 - b. The empty trailer weighs approx. 310 kg. The maximum total weight of the trailer and the load is 750 kg. Thus, the maximum of 440 kg of items may be loaded into the trailer.
 - c. Always load heavy items in front and light items in the back. If necessary, please use tie-down wheels and tie-down straps on the trailer floor to attach the load.
 - d. The trailer does not have breaks, so it is advisable to keep the trailer attached to the vehicle when loading/unloading.
 - e. Although the trailer seems light when pushed on a flat surface, never detach the trailer from the vehicle on a gradient surface.
 - f. Please note that it is more difficult to handle the trailer when it is loaded.

Trailer checklist is available at:

lomake.ayy.fi/tilat/tarkastuslistat/traileri/



<p>6. When you drive with the trailer:</p> <p>a. Always keep the registration document with you when you tow the trailer.</p> <p>b. Remember the speed limit of 80 km/h always when driving with the trailer.</p> <p>c. Please note that the trailer has a maximum height of 2.0 metres when you enter a garage, for example.</p> <p>d. Pay attention to the driving lines of the trailer in steeper turns, in particular. Have a safe journey!</p> <p>7. In accordance with the loan agreement conditions, please return the trailer to the same location from where you picked it up.</p> <p>8. In problem situations, please contact the staff of Aalto University Student Union, tel. 050 520 9400 or 050 520 9401. Further instructions for damage situations are available on the back side.</p>	
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User instructions for the trailer, p. 2/2



<p>9. In case of damage:</p> <p>a. Make sure that no further damage will occur:</p> <p style="padding-left: 20px;">a.i. Use the attention triangle.</p> <p style="padding-left: 20px;">a.ii. Move the damaged trailer on the side of the road (except if the situation requires that the authorities inspect the site of the accident first).</p> <p>b. If the damage was caused by another vehicle:</p> <p style="padding-left: 20px;">b.i. If in any doubt, call the police to the site.</p> <p style="padding-left: 20px;">b.ii. Check the identity of the other party with the driver license.</p> <p style="padding-left: 20px;">b.iii. Write down the following information for yourself:</p> <p style="padding-left: 40px;">b.iii.1. Information of the other party:</p> <p style="padding-left: 60px;">b.iii.1.a. Name _____</p> <p style="padding-left: 60px;">b.iii.1.b. Social security number _____</p> <p style="padding-left: 60px;">b.iii.1.c. Register number of the vehicle _____</p> <p style="padding-left: 60px;">b.iii.1.d. Telephone number _____</p> <p style="padding-left: 60px;">b.iii.1.e. Address _____</p> <p style="padding-left: 60px;">b.iii.1.f. Guilty / not guilty _____</p> <p style="padding-left: 60px;">b.iii.1.g. Insurance company _____</p> <p style="padding-left: 40px;">b.iii.2. Moment of damage:</p> <p style="padding-left: 60px;">b.iii.2.a. Date _____</p> <p style="padding-left: 60px;">b.iii.2.b. Time _____</p>	
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b.iii.2.c...... Witnesses _____

- c. Make sure that the other party will make an accident report to their insurance company and if possible, ask to get a copy of the damage report.
- d. Check if the trailer can be used.
 - d.i. If the trailer can no longer be used:
 - d.i.1. Get in touch and act according to the instructions you receive on the phone:
 - d.i.1.a.** Service number 040 72 777 24 **or**
 - d.i.1.b.** Aalto University Student Union (AYY) 050 520 9400 or 050 520 9401
 - d.ii. If the trailer can be used:
 - d.ii.1.a.** Use the trailer with special care taking the damage into account.
- e. Always inform the staff of Aalto University Student Union about any damage no later than when returning the trailer.

Picture 1. Tow-bar lock attached to the trailer



Picture 2. Attaching the trailer to the towing hitch



Picture 3. Trailer jockey wheel in the down position (trailer not attached to the vehicle)

