GALAXY

Vertical Solutions in Motion

DIY

Installation Guide

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Welcome to the Galaxy Unlimited family! We have created this comprehensive user guide to assist you in the installation of your new cargo lift. This guide is divided into sections to help you find information quickly. Be sure to read all of the included instructions before beginning the installation process. If at any time you do not feel comfortable in performing any of the installation steps yourself, please contact your dealer to schedule a professional installation. Now, let's get started!

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READ and FOLLOW all instructions. Failure to follow these instructions as written or implied voids **ALL** warranties for equipment. Galaxy Unlimited, LLC will assume **NO** responsibility for damages that are a result of improper installation or user error. **Note:** After reviewing the installation instructions you do not feel comfortable in performing any of the installation steps yourself, please contact your dealer to schedule a professional installation.

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I. INSTALLATION TYPES

Concrete Mount

Install on an existing concrete pad.

Base of unit “footplate” to be installed on top of existing concrete.

Ground Mount

Install directly into the ground.

(Base of unit “footplate” to be installed into ground.

II. WHAT TO KNOW BEFORE INSTALLING YOUR LIFT

Electrical

1. Verify the location of the power supply.
2. Verify the power requirements.
    3-wire-110 volt (hot, neutral, and earth ground) - rated at 15 amps
    3-wire-220 volt (2 hot and 1 earth ground) - rated at 15 amps
3. There must be a disconnect switch.
4. The wire color hues my slightly vary in color.

Location

1. Verify the location for the lift.
2. Verify which way the basket gate will open.
3. Be sure newly poured concrete is cured (if applicable).

III. TERMINOLOGY

WORDS/ TERMS	DESCRIPTION
Cable Gland	A device that allows the user to pass a cable, wire, or tube into an enclosure while providing strain relief and sealing out dust, dirt, and liquids.
Side Brace	Brace used to attach the rails (I-beams) to the structure.
Disconnect Switch	Disconnect switch (or isolator switch) is used to ensure an electrical circuit is completely de-energized for service or maintenance.
Foot Plate	A plate beneath and attached to the I-beams creating support. For a ground mount, the footplate is buried. For a concrete mount, the footplate is attached to the concrete.
Gear Box	Used to rotate the winders.
I-Beam	Rails that the lift basket will ride on.
Basket	The cargo lift unit.
Limit Switch	A switch that is set to make the lift stop.
Mast Assembly	Composed of 3 parts: Head Assembly, Footplate Assembly and I-beams.
Head Assembly	Winders and cables.
Motor	Leeson 1HP multi-voltage. (Leeson 1.5 HP upgrade available)
Motor Control Wire	Wire that runs from the motor to the control box.
Control Box	Used to raise and lower the unit.
Interlock (optional)	Used to secure the gate or door from opening when the unit is not at that location.
Pan Switch (optional)	A safety device that is mounted underneath the unit making it come to a stop in the event that something/ someone is under the unit.
Remote (Key Fob)	Hand held remote used to control the unit up or down.

IV. UNPACKING AND SETUP

CHECK ALL ITEMS FOR DAMAGE!

If damage is noted, contact the freight carrier to report the damage.

If there is no damage, continue with the installation instructions.

Items Included in Shipment

Lift Parts

- Basket Assembly
- Brace(s)
- I-Beams
- Deck Gate(s)
- Footplate
- Head Assembly

4 Kits

- Hardware
- Control Box
- Gear Box
- Motor

Unpack all contents. Lay parts out and verify the inventory using the Parts List on the following page.

PARTS LIST	QUANTITY
LIFT	
I-Beam	2
Head Assembly	1
Footplate	1
Brace	1
Basket Assembly	1
Deck Gate	1
HARDWARE BOX	
Carriage Bolts 1/2 x 6" Bolts with Nuts and Washers	2
3/8"x1 3/4" Bolts with Nuts and Washers	8
Motor Bolts with Nuts and Washers	4
Cable Tie Wraps	10
Stainless Screws	4
Small Cable Gland	2
Large Cable Gland	3
Top Caps	8
Deck Bolts	2
Brace Bolts	4
Concrete Anchor Bolts (if mounting in concrete)	2
CONTROL BOX	
Warranty Form	1
Instructions for Electrical Install	1
Hand Held Remote	1
Control Box	1
GEAR BOX	
Limit Switch Assembly (pre-wired)	1
Gear Box Assembly	1
MOTOR	
Motor 120/220v (pre-wired)	1
25 ft. Cable (unless special order)	1
Key (taped to the information plate on the motor)	1

V. INSTALLATION

Follow the instructions and verification process before beginning the installation.

Check the anticipated location for the cargo lift.

1. Check measurements of the desired location for the lift and actual basket. Be sure there is enough room for the lift to operate correctly.
2. Is the type of installation correct?

   REMEMBER:

   Ground Mount: requires digging, burying 18" of the I-beams and footplate, and then filling with cement.

   Concrete Mount: requires drilling into the concrete to secure the footplate and attached I-beams.
3. Power Requirements

   3-wire-110 volt (hot, neutral, and earth ground)

   3-wire-220 volt (2 hot and 1 earth ground) recommended

   REMEMBER: There must be a disconnect source within reach of the control box.

When assembling the lift **REMEMBER:**

- There is an option for 2 stops or 3 stops for the lift - know which is required for this installation before you start working on the lift. The cargo lift will ascend at a rate of 14 feet per minute. You need to be aware of the speed upon completion.
- Having verified all parts and laid out parts and tools required, you are ready to begin installation.

STEP 1: PREPARATION

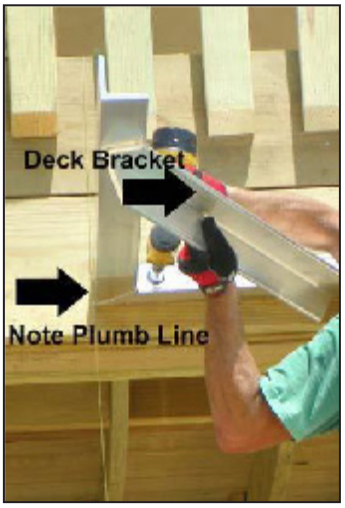
1. Verify the location for the basket and how the gate will open. This makes a difference when building the basket. You want to be sure it fits in the area you want it to be installed. You will also want to verify that there are no obstructions to the lift.
2. Locate the basket position in relation to the deck. Be sure that the gate has enough room to open at all stops.
3. Stand on the upper deck and measure 60 3/4" from the end of the basket. This will determine the plumb bob location and the deck bracket (brace).
4. Secure the brace in place by using the C-clamp approximately 2" from the top of the stringer. Mark on the brace the best bolt location. Take the brace down and drill holes as marked.

   Note: Cargo lift strength and stability depends on the deck bracket and stringer connection. Reinforce the stringer if needed.
5. Use 1/2" carriage bolt through stringer board on deck face and mount the bracket; install and tighten.

   Note: Position bolts with the bolt head inside I-beam to ensure no interference with roller operation.
6. You will also want to pre-drill the footplate at this time.

STEP 2: BRACE

1. This is the most commonly used side brace mount.



STEP 3: THE DIG

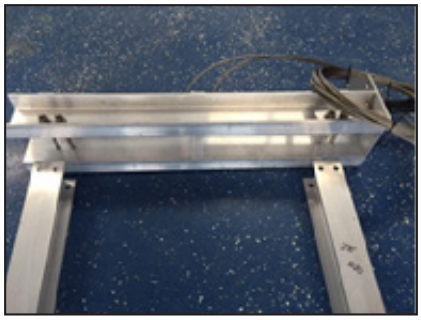
1. At the location for the basket, dig a hole 18"x48"x16" (minimum) for the footplate. Conserve the dirt as it will be used later.

CONCRETE & GROUND MOUNT FOOTING

1. Using a 1/2" drill bit, drill holes into the concrete.
2. Ground mount Sac Crete may be poured upon completion of the install and unit is running.
3. **SECURING THE FOOTPLATE IS ALWAYS THE LAST STEP!**

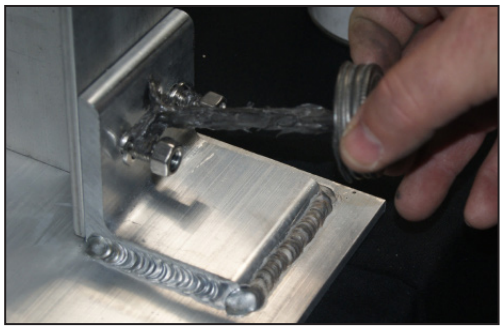
STEP 4: ASSEMBLY OF THE HEAD ASSEMBLY AND I-BEAMS

1. **Parts needed:** Head Assembly, I-Beam A & B, Footplate
2. Lay parts out on a level surface to assemble.
3. Match head assembly and I-beams (Note: I-beams will have 4 pre-drilled holes)



STEP 5: FOOT PLATE

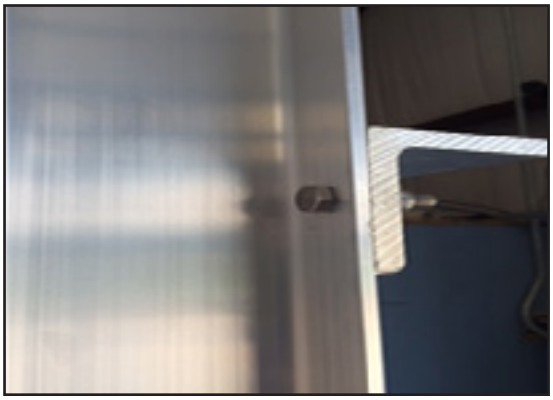
1. Install the foot plate using the 3/8" x 1 3/4" bolts included in the pre-drilled holes.
2. Using a square, adjust the I-beams. They must be square with the head mast.
3. Use the level to be sure the I-beams are straight.
4. Tighten the bolts on both sides. Apply anti-seize paste.
5. Position the mast assembly with gear head and motor closest to the deck.
6. Raise the mast assembly and place it in the footing excavation (in the hole) shown above.
7. Align the level for concrete mount (shown above).
8. Be sure the assembly is level on both the top and bottom. Use the level.

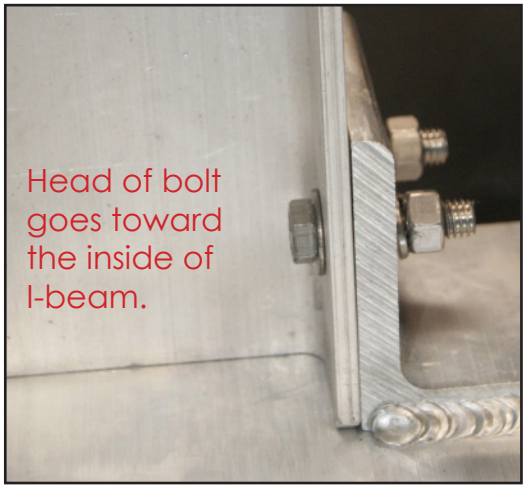


STEP 6: RAISE THE MAST ASSEMBLY

Leveling Is Critical!

1. Level all sides of the I-beam.
2. The lift mast should be leveled on front to back with the bubble on the line.
3. After raising the mast into position and mounting the side brace, determine the final footing location by aligning and leveling the entire assembly in every direction.

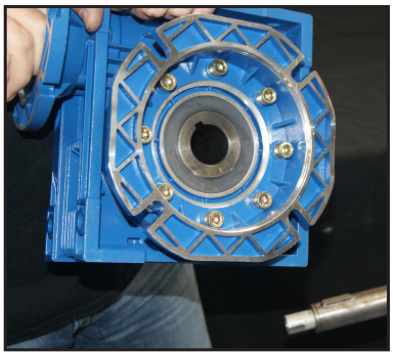


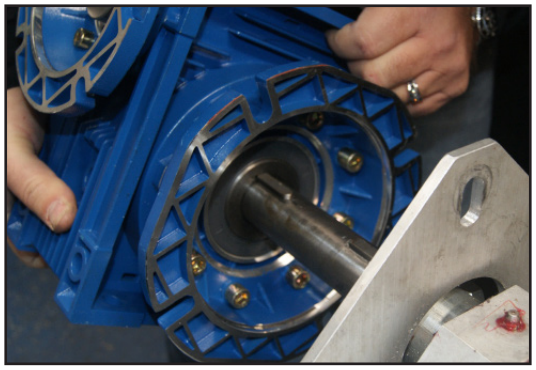


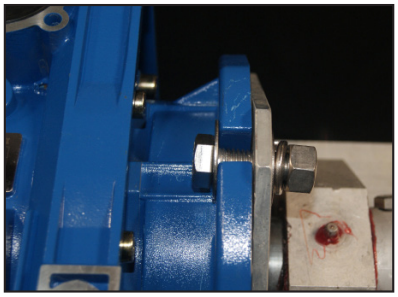
STEP 7: MOTOR & GEAR BOX

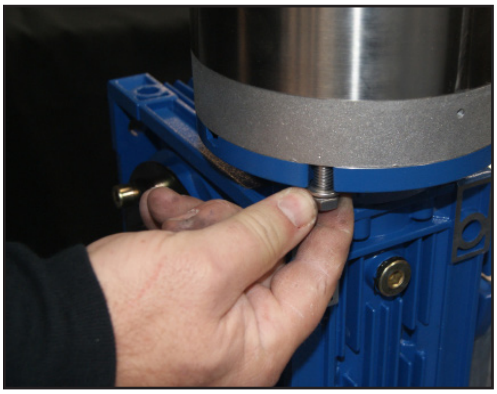
1. Position the gear box with the motor mount flange positioned under the gear box and opposite the lift basket. Be sure there is clearance.
2. Carefully pass the gear box onto the shaft of the mast head, rotate gear box 90 degrees and attach one bolt.

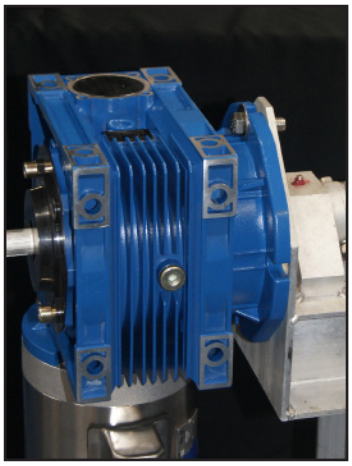
   Note: The gear box may need to be "clocked". See step 7a.
3. Hand tightening eases motor installation. Place bolts into holes and tighten. Then rotate. (Motor down and away from the basket or to the back of the I-beams).





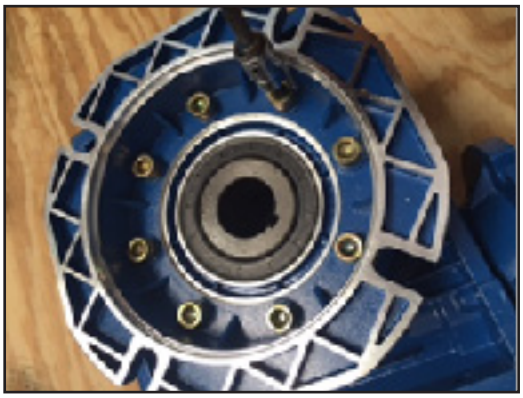






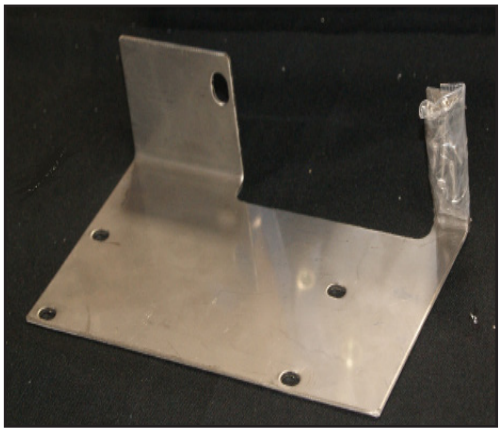
STEP 7a: CLOCKING THE GEAR BOX

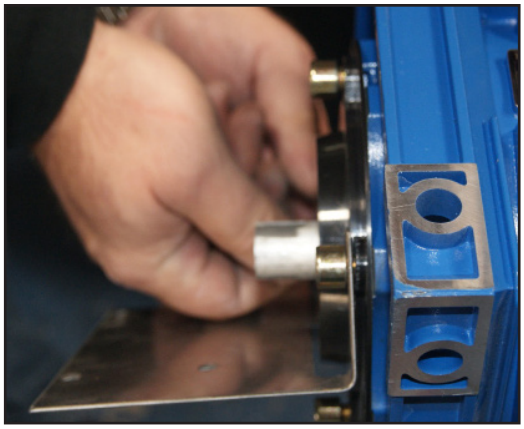
1. If needed, you can rotate the gear box flange by removing the 8 hex bolts and rotating the flange. You may also remove the black cover plate and flip the gear box over and reassemble.

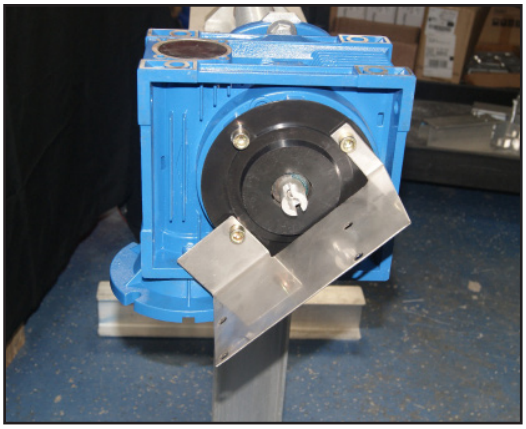


STEP 8: LIMIT SWITCH & BRACKET

1. Remove 2 cover bolts and attach bracket in a position that will work best for you and the installation. You will need access to the limit switch later in the install.







STEP 8: LIMIT SWITCH & BRACKET (cont.)

1. Using the #6 screw and 1 nuts, assemble as shown in Diagram 1.
2. Slide limit switch into gear box adapter making sure that both nuts are tightened together, NOT to the adapter.
3. Install the (4) 10/32 screws from the bottom.
4. Diagram 4 is a completed gear box, motor, and limit switch assembly.

Diagram 1

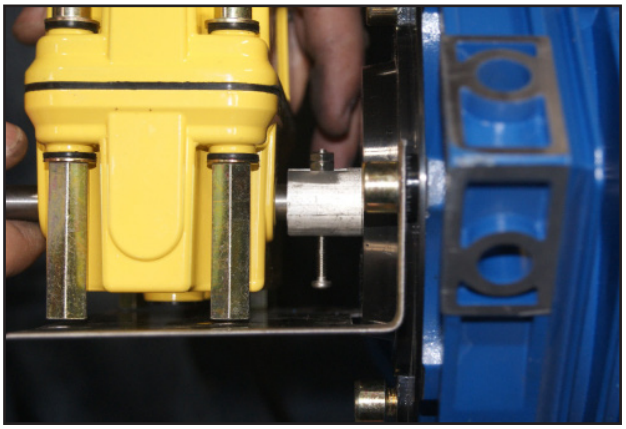


Diagram 2

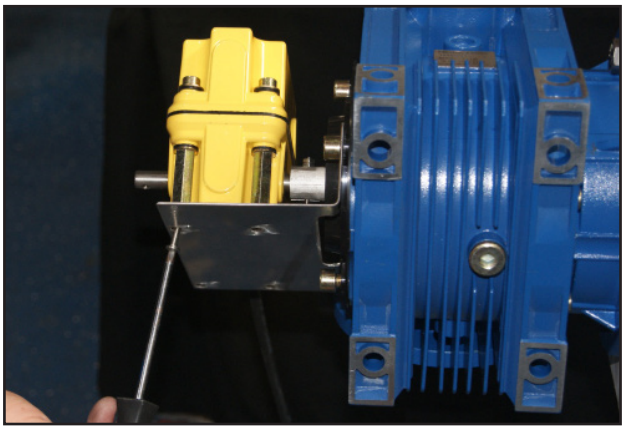


Diagram 3

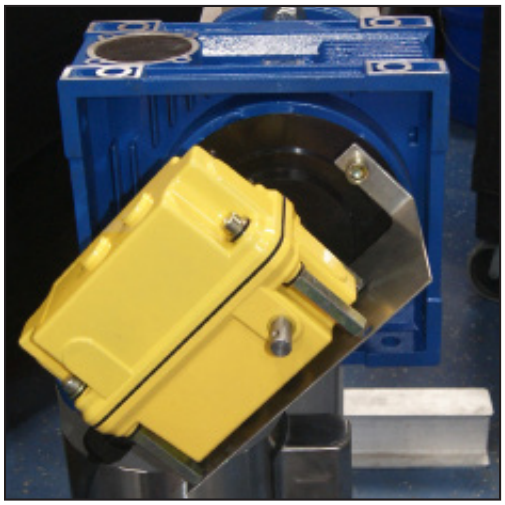
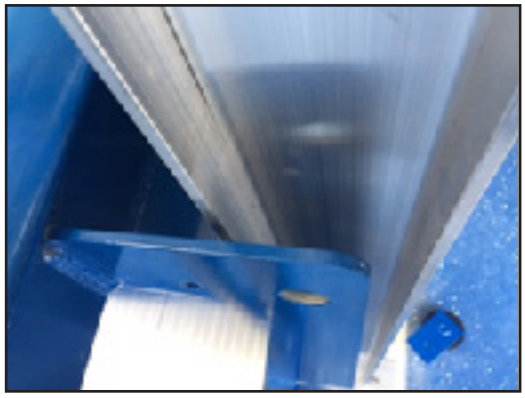
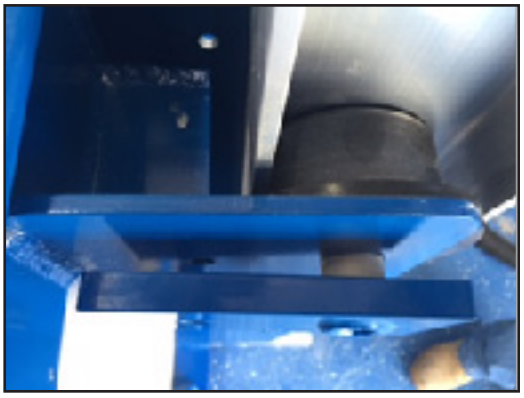


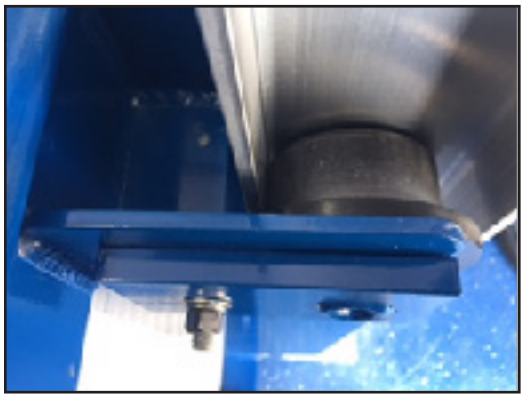
Diagram 4

STEP 9: BASKET

1. Remove mounting plates from the top roller axle. Use the 9/16” socket.
2. Remove the top axles and rollers and put aside.
3. Tilt the basket assembly to allow the top axle and roller assembly to align with the inside of the I-beam mast.
4. Reinstall the upper axles, rollers, and mounting plate inside the mast assembly I-beam.







STEP 10: LIFT CABLE ATTACHMENT

1. Let lift cables hang, untwist, and relax.
2. Install eye bolts with both 1/2" nuts under pick point.
3. Use eye bolts to level basket.
4. After cables are attached, press the "up" button on the remote while pulling back and down on the cables with slight pressure. The cables will wrap around the winder.
5. Make sure that each cable is winding in its own groove.

STEP 11: CONTROL BOX

BE SURE ALL POWER IS DISCONNECTED BEFORE STARTING WORK ON ANY ELECTRICAL COMPONENTS!

1. Install the 4 connectors/ tabs on the back of the box.
2. Determine where the control box will be placed. Remember, it should be within reach of the user. Then attach the box.
3. Open the box and carefully remove the control panel (it is a touch cover over the electrical components).

STEP 12: FINAL ASSEMBLY & COMPLETION

1. Ground mount or concrete anchors should be the very LAST step.
2. The lift should now run continuously by pressing a direction once.
3. Run the lift up one (1) foot and then press the stop button; the lift should stop.
4. Press the down button (there is a 3 second delay when changing direction) and make sure the lift stops at the lower limit. If the lift does not stop, re-adjust the limit and test again. Check the up limit to be sure it is operating properly.
5. **Check that the lift stops in both directions.**

STEP 13: FINAL CHECK

1. Connect the power to ensure all electrical connections are correct.
2. Inspect all fasteners for proper tightness.
3. Ensure all lift cables are properly connected.
4. Ensure all operating surfaces are free of debris and obstructions.
5. Clear the basket landing areas, both on the ground and on the deck.
6. Operate cargo lift.
7. Ensure proper clearance deck landing.
8. Ensure assembly is plumb (level and straight).
9. Install final deck mount bolt and tighten.
10. Pour concrete and allow at least 24 hours before using the cargo lift.
11. See the Owner's Manual for service and maintenance.

WARNINGS!

1. **FAILURE** to follow these instructions voids all warranties on equipment as written or implied. Galaxy Unlimited, LLC will assume **NO** responsibility to damages that were a result of improper installation or user error.
2. **FAILURE** to tighten the retainer screw might not allow the cams to move, therefore the lift **WILL NOT STOP**. This could possibly cause damage to the limit switch, lift, or the entire system.
3. **READ** all instructions prior to installation. For maximum safety, it is recommended that the control unit be turned off at the key switch source when not in use.

NOTES:

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