

BI-FOLD DOOR MAINTENANCE

If you are experiencing problems with your door or you are unsure on any of the below steps, please contact Commercial Door Service toll free at 844-635-4300 or email us at info@commercialdoorservice.com.

Once Per Month:

- ✓ Inspect all cables or straps for signs of wear or fraying. Have any cables or straps showing signs of wear replaced by a qualified technician as soon as possible.

Every 3 Months:

- ✓ Inspect all set screws on operator components (sheaves & sprockets) to ensure they are tight.

Every 6 Months:

- ✓ Drive chains should be checked for alignment.

Qualified Technician Only:

- ✓ Door adjustment of the top and bottom limit switches

Check With Every Use Of The Door:

- ✓ Although minimal cable "walk" is acceptable, make sure to maintain even cable tracking on the drum. If the cable becomes too loose due to initial cable stretch, improper limit set, or obstacles preventing the door from reaching full close, excessive cable "walk" will occur. Cables must be realigned on the drum and properly tensioned immediately.



Commercial Door Service

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PART	CHECK	EVERY USE	3 MONTHS	12 MONTHS
Cables	Fraying	*		*
	Alignment	*		*
	Tension	*		*
Chain	Excessive Slack	*		*
Sprockets	Alignment		*	*
	Screw Tightness		*	*
Bearings	Lubricate if needed		*	*
Fasteners	Tighten as needed		*	*
Safety Guards	Ensure all in place	*		*
	Check wear/tear		*	*
Hinges	Lubricate if needed			*

Cables – Check For:

- ✓ Cable wear (steel slivers). With a gloved hand, wrap a paper towel around cable and run towel up and down cable a couple of times. A worn cable will hold bits of paper on it. If cable is worn, call us to have cables replaced.
- ✓ Kinks or frays in cable. Replace any cables with kinks or frays.
- ✓ Corrosion. Although lift cables are galvanized, corrosion can occur. Replace any cables showing signs of corrosion.

Lock Cables – Check For:

- ✓ Cable wear (same as for lift cables)
- ✓ Kinked or frayed cables.
- ✓ Cables are on pulleys.
- ✓ Cable pulleys. Lubricate pulley shafts with aerosol lubricant (silicone or Teflon).

Drive Chains – Check For:

- ✓ Slack (maximum: 1/2")
- ✓ Alignment. Use a straight-edge to verify sprockets and chain are in proper alignment. Check for chain wear from any misalignment.
- ✓ Chain lubrication – use motorcycle chain lube to lubricate once a year.

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Safety Guards – Check For:

- ✓ All cables to have cable guards in place.
- ✓ Bent or damaged guards. Damaged guards could cause cable to break.
- ✓ Proper cable adjustment or guards will not work properly.

Center Hinges – Check For:

- ✓ Proper installation of hinge pin cotter keys. Replace any broken or missing cotter keys making sure both legs are bent over properly.
- ✓ Lubrication of center hinges. Lubricate middle hinge only of center hinges. Lubricate hinges with aerosol lubricant by spraying into un-welded section of hinge.

Top Hinges – Check For:

- ✓ Proper attachment to building (welds not cracked or broken.)
- ✓ Proper installation of cotter keys. Replace any broken or missing cotter keys making sure both legs are bent over properly.
- ✓ Lubrication of top hinges. Top hinges are lubricated at the factory. They are not accessible to lube unless top seal is removed. When top seal is removed, we recommend aerosol lubricant be applied through the un-welded portion of the middle hinges.

**REPLACE ANY PART THAT IS WORN, DAMAGED OR QUESTIONABLE.
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