



**RALLY TRAILER**  
**MANUFACTURING**

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Operations & Maintenance Manual  
**2.5 Place Manual Trailer**  
**(ML-2.5P)**



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## 1.1 Operation and Maintenance Manual

This Operation and Maintenance Manual is designed to guide qualified personnel 2.5 Place Manual Trailer. Read and ensure there is a full understanding of this manual before proceeding to operate and maintain any equipment.

 <b>WARNING</b>	
	<b>READ THE RELEVANT EQUIPMENT MANUFACTURER'S MANUAL AND THE OPERATION AND MAINTENANCE MANUAL BEFORE OPERATING OR MAINTAINING THIS PRODUCT. FAILURE TO DO SO CAN RESULT IN SERIOUS INJURY OR DEATH.</b>

All operation and maintenance are to be supervised by qualified personnel according to local and national safety guidelines and best practices. Rally Trailer Manufacturing does not assume responsibility for workmanship or safety of any third-party service.

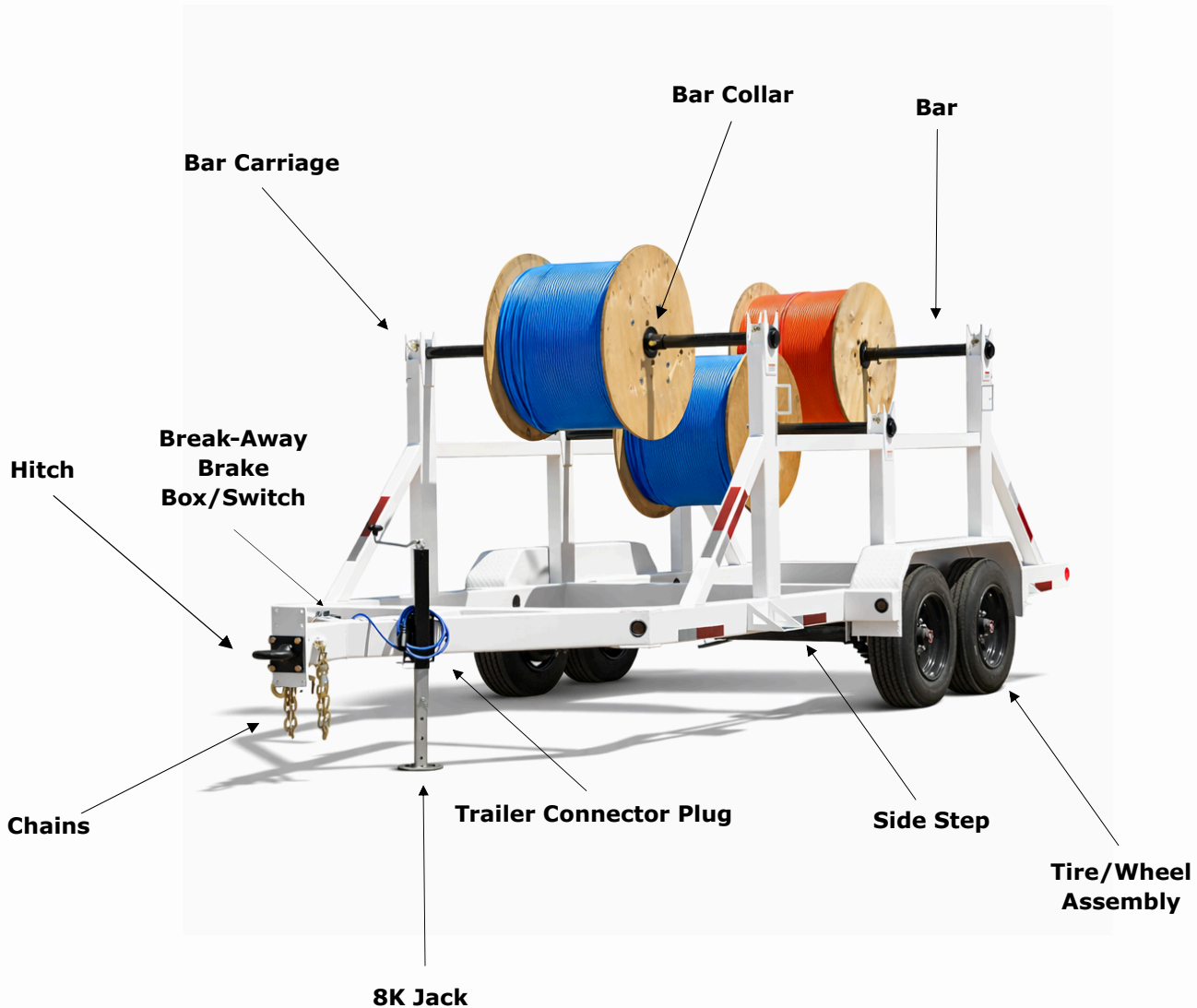
## 1.2 Operation and Maintenance Manual Overview

The following Operations and Maintenance Manual is intended to help qualified maintenance personnel operate and maintain this product. To be an operator of this product, you must have read and understood all sections of this manual and received training on the requirements and responsibilities as outlined. The system shall be maintained in accordance with the instructions and directions in this manual. Deviations from the instructions in this manual will not be authorized without the manufacturer's prior written consent.

# 1.3 Trailer Specification

GVRW	14,000 lbs
Payload Rating	10,000 lbs
Reel Width	63"
Reel Diameter	102"
Trailer Length	23'
Trailer Width	96"
Tires	235/80R 16

**Refer to the following figure for the various features listed throughout this manual:**



*Figure 1: 2.5 Place Manual Trailer Features*



**Figure 2: 2.5 Place Manual Trailer**

### **2.1 Self-Loading Manual Trailer**

This trailer is designed to hold two large reels of conduit or up to six reels of microduct.

Before operating the trailer, the following items need to be checked to ensure safe operation of the trailer.

 <b>WARNING</b>	
	<b>Failure to perform safety checks may result in damage to property, injury to self, or death.</b>

## 3.1 General Condition

Visually inspect the trailer frame, wheels, chains, Jack, and electrical components for significant damage, excessive wear, and material corrosion (e.g., rust). Ensure the general condition of the trailer is fit for operation.

## 3.2 Lighting and Electrical

### Junction Box and Trailer Connector Plug

Visually verify that the trailer connector plug and the wiring to the junction box are in good condition and that there are no exposed or damaged wires. Visually inspect the junction box for damage.

### Lighting

Visually inspect that the lights are not damaged. After connecting the trailer connector plug to the vehicle, verify that all lights function correctly for their intended purpose.

### Break-Away Brake System

Verify that the break-away brake system is in working condition per the manufacturer's instructions (e.g., the battery is charged and the switch is operational).

Below is a summary of all procedures specific to operating the trailer.

## 4.1 Loading and Unloading

To load the equipment undo the clevis pin and remove the cotter and clevis pin from the reel lock location. This process should be repeated on both sides of the trailer. With the assistance of two individuals or the appropriate equipment, lift the bar evenly out of the bar carriage. Note that this is a heavy lift, so refer to the warning box below for safety precautions.

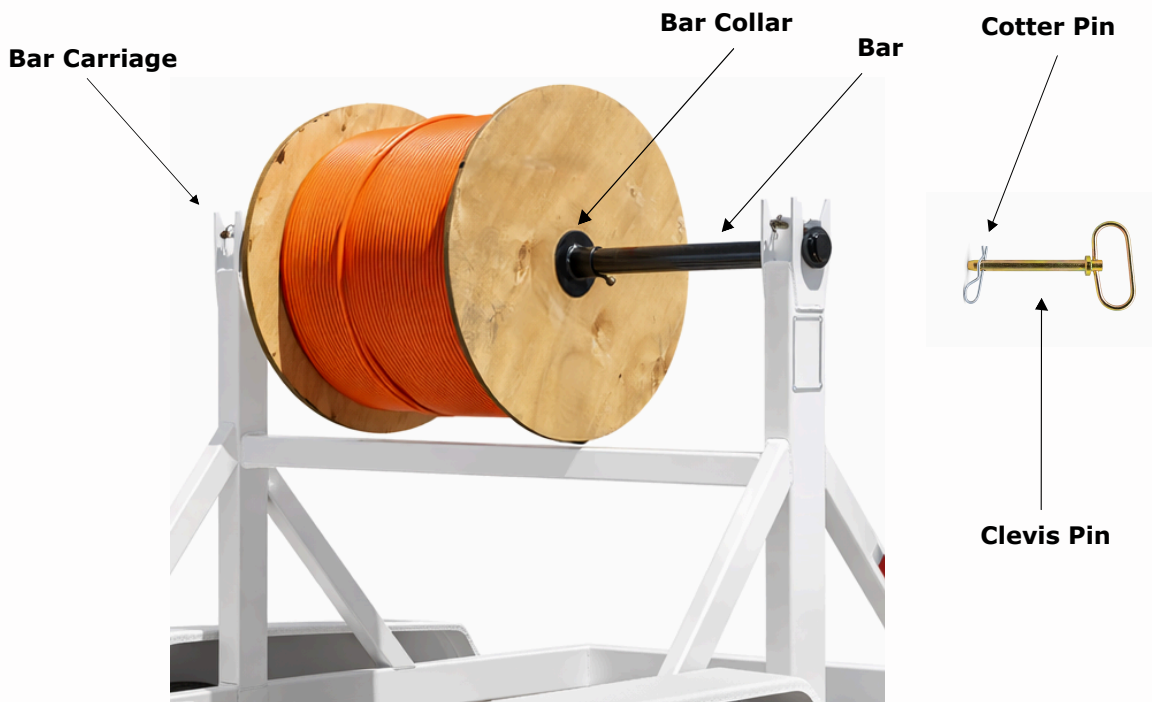




Figure 3: 2.5 Place Manual Trailer Loading Station

Figure 4: Clevis and Cotter Pin

 <b>WARNING</b>	
	Be aware of surroundings and keep others away from trailer while loading/unloading reels.

Below is a summary of all procedures specific to operating the trailer.

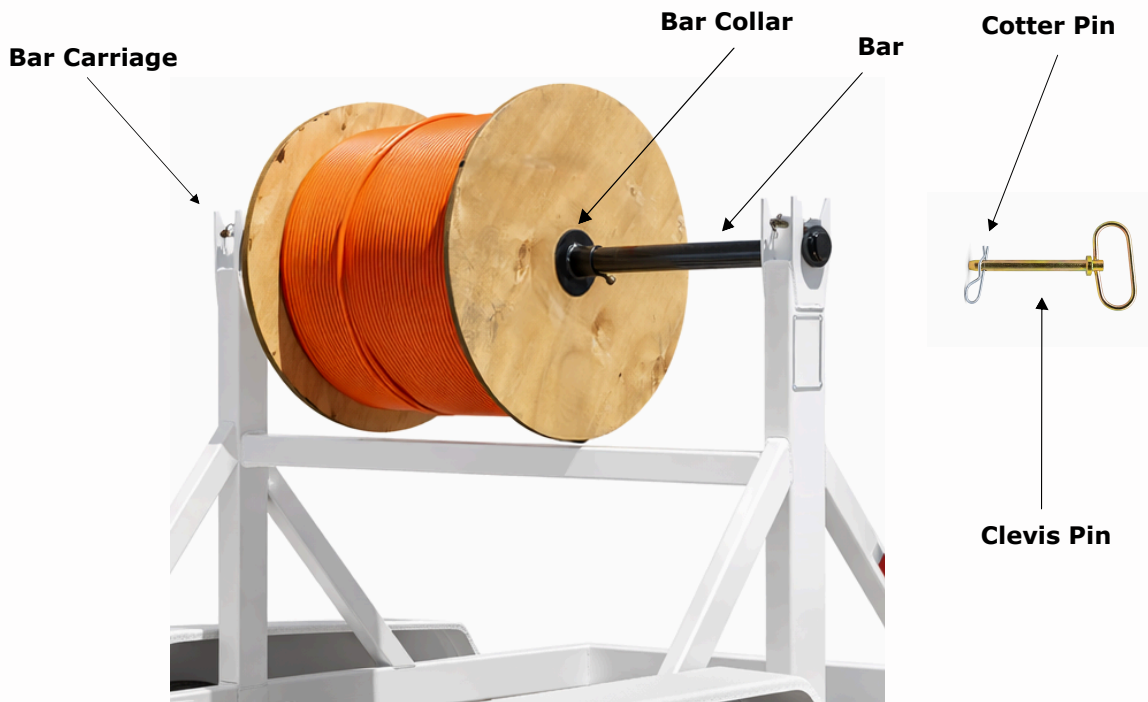
## Loading and Unloading

Using a 15/16" wrench to loosen the bar collar; remove the first collar by sliding it to the end near the bar flange. Then slide the other collar completely off the reel. Once completed, insert the bar through the center of the reel. Center the reel onto the bar and replace the removed collar. Slide both collars to the edge of the reel and tighten them using the 15/16" wrench.

With the proper lifting equipment, lift the reel onto the trailer and place the bar and reel back into the bar carriage. Place clevis pin into bar lock hole and secure with cotter pin. repeat on opposite side.

### Insert Bar through Reel

Insert the bar through the reel. Secure the reel position on the bar with the provided bar collars. Ensure the reel/load is centered on the bar.



*Figure 3: 2.5 Place Manual Trailer Loading Station*

*Figure 4: Clevis and Cotter Pin*

Below is a summary of all maintenance procedures to be performed, along with a schedule for how often these inspections and maintenance should be performed.

## **5.1 Overall Inspection and Equipment**

Inspect all moving parts (e.g., wheels, motors, slides, bearings, etc.) for excessive wear. Ensure proper maintenance per the manufacturer's specifications is being met. Inspect the structural frame of the trailer. Pay close attention to welds, looking for cracks. If damage or corrosion is found, repair and repaint immediately to maintain the frame's integrity.

## **5.2 Reel Carriage**

Inspect the reel carriage for excessive wear and proper lubrication. If lubrication between the sleeves and carriage is needed, use a molybdenum-based lubricant. Ensure clevis pin covers are properly secured.

## **5.3 Locks and Pins**

Verify the lock area is in good repair, and all pins are accounted for. Ensure shoulder screws are tight and free from damage and excessive wear.

## **5.4 Electrical**

Verify that lighting, wiring, and wiring access covers are in good repair.

## Inspection & Maintenance Schedule

An inspection and maintenance schedule has been provided to help ensure the continued safety, reliability, and performance of all equipment. This schedule is designed as a preventative maintenance tool, allowing users to routinely check critical components, identify wear or damage early, and address issues before they result in equipment failure, downtime, or safety hazards.

The schedule outlines recommended inspection intervals—weekly, bi-weekly, monthly, quarterly, annually, and per OEM recommendations—for key equipment components, including but not limited to the frame, reel carriage, arbor lock, spring plungers, electrical systems, lights, wiring, break-away switch, OEM parts, wheels, and motors.

Following these intervals helps maintain compliance with manufacturer guidelines and industry best practices. Users are expected to reference this schedule regularly and document inspections as required. Consistent use of the inspection schedule promotes safe operation, extends equipment lifespan, reduces unexpected repairs, and supports overall operational efficiency.

Equipment	Every Week	Every Other Week	Every Month	Every 3 Months	Every Year	Per OEM Recommendations
Frame				X		
Reel Carriage		X				
Electrical						
Lights	X					
Wires				X		
Break-Away Switch	X					
OEM Parts						X
Wheels						X