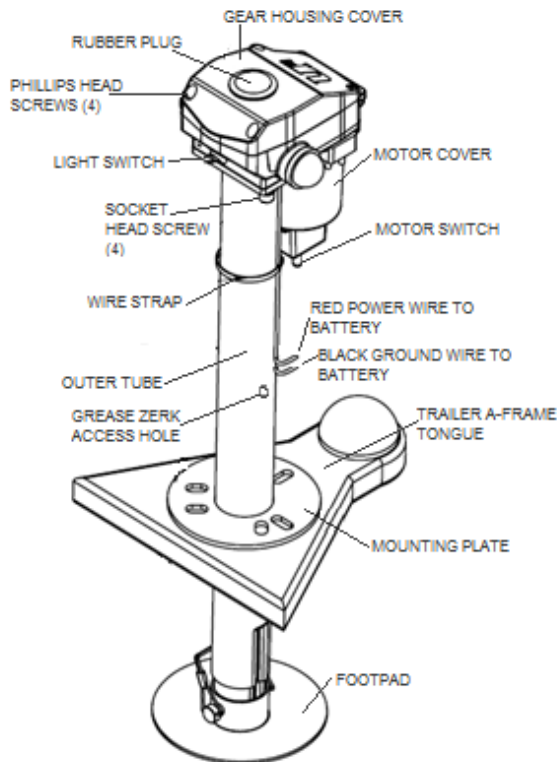




INSTALLATION/OPERATION



APPLICATION

The Ultra 3502 Electric Tongue Jack is a 12-volt motor-driven screw jack for use on travel trailers and boat trailers.

SPECIFICATIONS

Vertical Load: **3500** lbs. continuous over full stroke with 5000 instantaneous tongue breakaway capacity.

Travel – 18"

Power Requirement -12 volt D.C.

Model # 3502 - 2" outer tube w/ 1³/₄" inner tube

Retracted Height - 25¹/₂"

Removable Foot Pad -6" dia.

Approximate Shipping Weight – 22 lbs.

INSTALLATION

1. Block the wheels and support the trailer "A" frame securely.
2. Remove the existing jack.

NOTE: Save the original nuts, bolts, and washers for installing the Ultra 3502 Electric Tongue Jack.

3. Install the Electric Tongue Jack using original nuts and bolts. Depending on user's personal preference, align the motor head so that the motor housing is facing the front of the "A" frame or so that the motor housing is facing the driver side of the trailer.
4. The Electric Tongue Jack was designed to replace an existing manual jack. The diameter of the outer tube of your chosen jack, will need to match the existing hole size, or you will need to modify the hole diameter to fit.

5. Install Fuse Holder. By cutting the red wire loop, then either crimping or soldering the connections, attach one end to the positive post of the trailer battery. The other end of the fuse holder's red wire will be connected to the red wire from the jack. This red wire provides 12V power to jack.
6. Connect the red positive lead to the positive terminal of the battery. Connect the black ground wire to negative terminal of the battery.

WARNING: When using an extension wire, DO-NOT use smaller than #10 gauge wire.

CAUTION: We do not recommend using the flip-up type footpad. Doing so requires the tongue jack to be altered which voids the warranty and can cause the failure of the jack.

OPERATION

1. Block trailer wheels securely.
2. The Ultra 3502 Electric Tongue Jack is operated by means of the Toggle Switch located under the motor housing.
3. Extend the jack by holding the Toggle Switch in the Extend position.

CAUTION: The motor will stall if jack reaches the full extent of travel both in retract and extend directions. There is an over load protection for the jack to shut off power that will auto reset in 15 seconds. After using jack, operator should learn the travel limit stops. The operator should stop the jack before reaching the travel limit.

4. Retract the jack by holding the Toggle Switch in the Retract position. The jack is now fully retracted.

NOTE: If the motor should stall with the jack in the fully retracted position, and the Toggle Switch is not released, the motor will automatically switch off.

MANUAL OPERATION

1. Disconnect the fuse. (unscrew and pull apart)
2. Remove plug cap in the access hole. (located top center of the housing cover)
3. Insert the 9/16" deep well socket (included) in the access hole, over the drive spindle tang. Rotate the socket clockwise to retract and counter clockwise extend.
4. When complete, remove socket and replace plug cap, and reassemble the fuse connection.

LUBRICATION

The jack is lubricated before leaving the factory. Under normal conditions, lubrication will be needed annually.

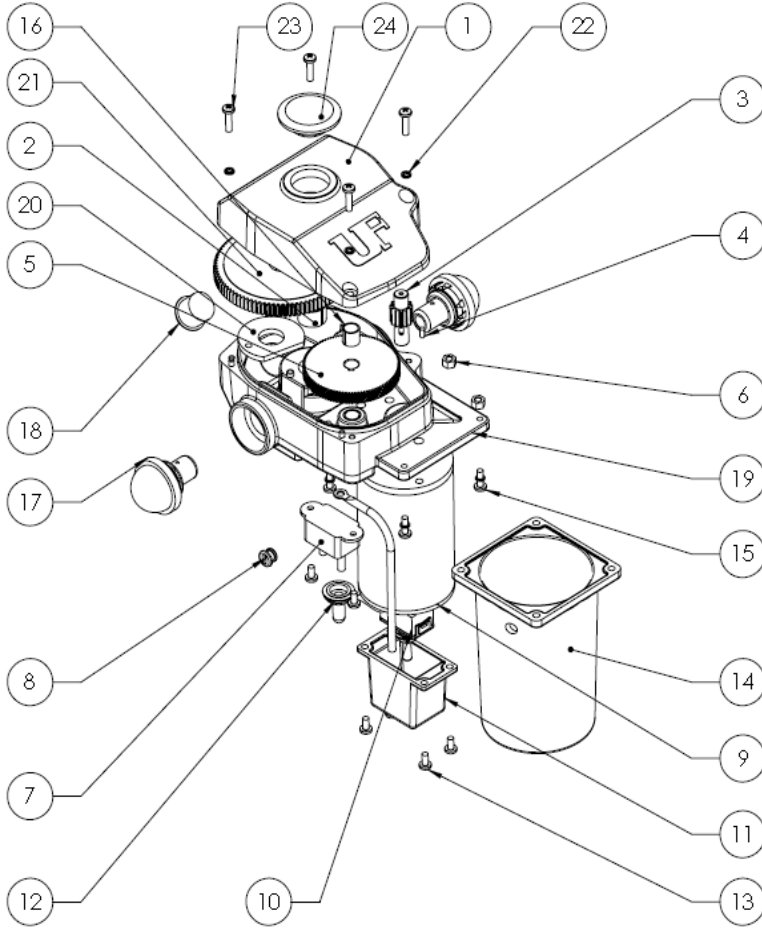
1. Grease the Jackscrew by extending the jack until the grease fitting is aligned with the hole in the outer tube. Using a standard grease gun and standard chassis lube, give two pumps.
2. Grease the gears in gearbox.
 - A. Remove fuse from fuse holder.
 - B. Remove the gear cover via 4 Phillips screws.
 - C. Grease the gears with chassis lube and reinstall cover.
 - D. Reinstall fuse.



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ULTRA 3502 ELECTRIC TONGUE JACK
P/N 38-944017
US PATENT 9,821,774 B1

MOTOR EXPLODED VIEW



No.	Part No.	Description	Q'TY
1	38-751030	Gear Housing Cover	1
2	38-751148	Bushing Ø17	2
3	38-751124	Pinion Gear 12T	1
4	38-751154	Pinion Key 3x6	1
5	38-751118	Spur Gear	1
6	38-751152	Nut M5	2
7	38-101283	Circuit Breaker	1
8	38-751046	Grommet	1
9	38-751040	Motor	1
10	38-751037	Motor Switch	1
11	38-751047	Switch Housing	1
12	38-751039	Switch Boot	1
13	38-751060	M4x8 Screw	6
14	38-751048	Motor Housing	1
15	38-751010	M4x12 Screw	4
16	38-751018	Bushing Ø9.5	2
17	38-751042	Light	2
18	38-751057	Light Switch	1
19	38-751049	Main Gear Housing	1
20	38-751123	Thrust D Washer	1
21	38-751085	Main Gear	1
22	38-751080	Lock Washer M4	8
23	38-751070	M4x16 Screw	4
24	38-751114	Rubber Plug	1

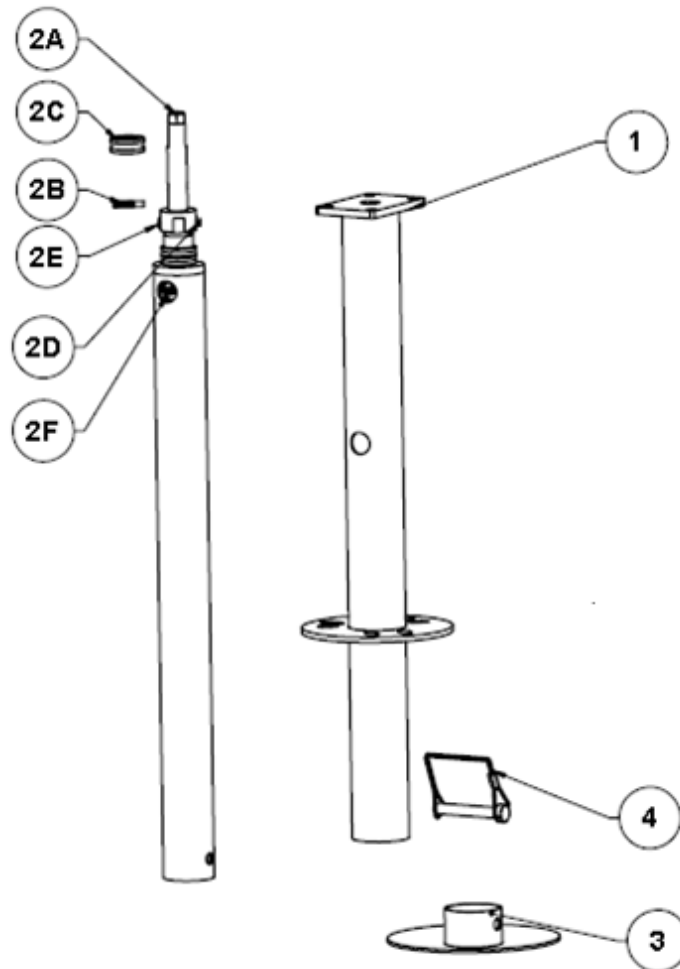
NOT SHOWN	Part No.	Description	Q'TY
	38-751167	Socket 9/16" Deep Well / Manual Override	1
	38-751034	250V 30A Slow-Blow Fuse	1
	38-751035	Fuse Holder	1



LOWER STEM ASSEMBLY EXPLODED VIEW

No.	Part No.	Description	Q'TY
1	38-752010	2" Outer Tube	1
2(A-F)	38-751160	1.75" Inner Tube Assembly	1
2A	38-751122	Collar Hex Head	1
2B	38-752018	Retaining Pin	1
2C	38-751121	Thrust Bearing	1
2D	38-751138	Cotter Pin	1
2E	38-751127	Upper Pin	1
2F	17-753230	Grease Zerk 6-1.0mm	1
3	38-751100	Footpad Standard 2" (3502)	1
4	38-141023	Wire Lock Pin	1

38-751170 – Lower Stem Assembly (Includes #1 & #2)

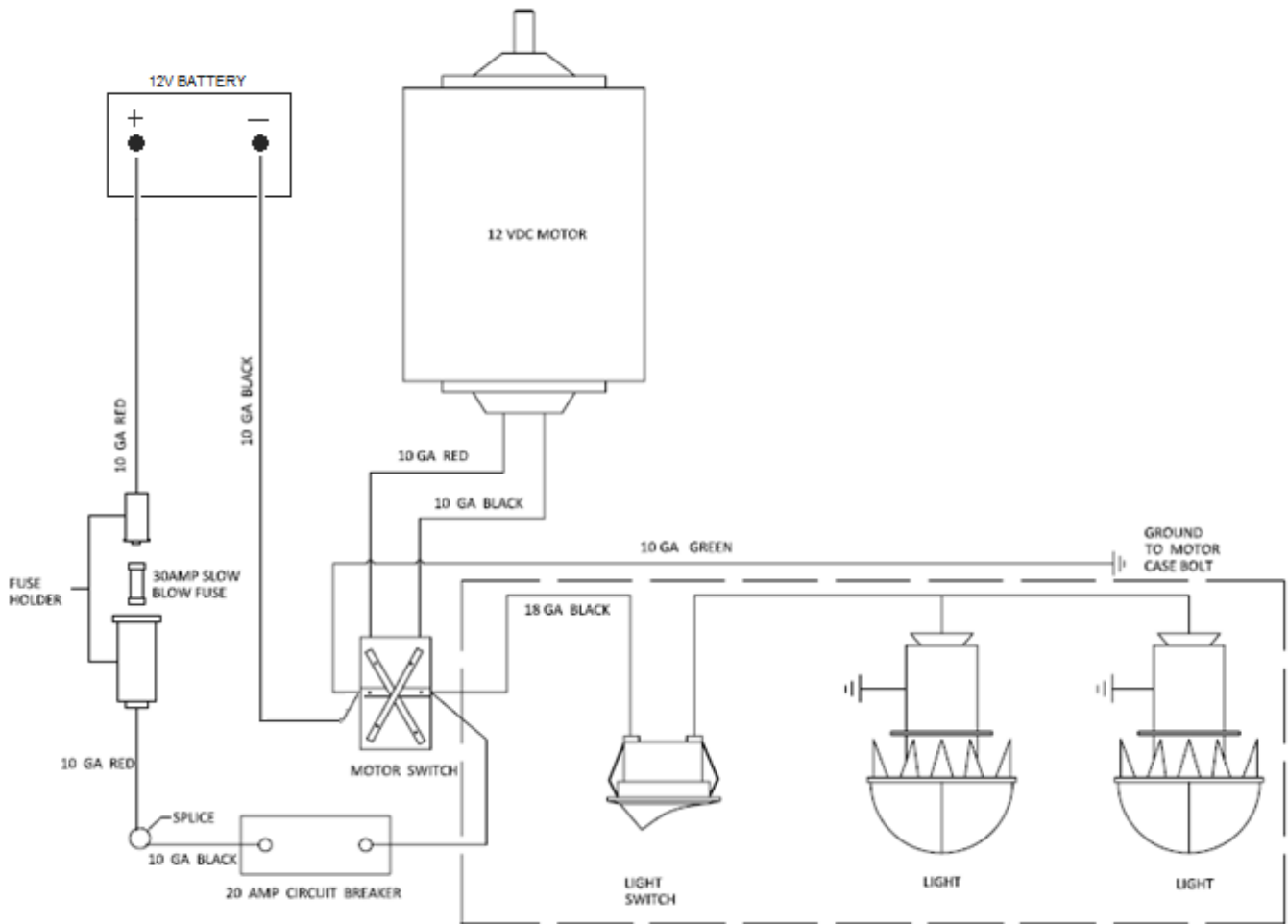




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WIRING DIAGRAM





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TWO-YEAR LIMITED WARRANTY ULTRA 3502/3502-7/4000/4002 TONGUE JACKS

THE MANUFACTURER NAMED BELOW MAKES THE FOLLOWING WARRANTY WITH RESPECT TO THE ABOVE ULTRA-FAB PRODUCTS

1. This Warranty is made only to the first Purchaser (hereinafter called the "Original Purchaser") who acquires this product for their own use.
2. This Warranty will be in effect for two years from the date of purchase by the Original Purchaser. It is suggested that the Original Purchaser retain a copy of the dated bill of sale as proof of the date of purchase.
3. This Warranty covers only specified parts which shall be free from defects in material and workmanship under normal use. This Warranty does not cover conditions unrelated to the material and workmanship of the product. Such unrelated conditions include, but are not limited to (a) faulty installation and any damage resulting from such; (b) the need for normal maintenance and any damage resulting from the failure to provide such maintenance; (c) failure to follow Manufacturer's instructions for use of this product, and (d) any accident to, or misuse of, any part of this product and any alteration by anyone other than the Manufacturer or its authorized representative.
4. In order to obtain the benefits of this Warranty, you should return the product which you find defective to the Manufacturer named below during the period that this Warranty is in effect. All charges incurred in delivery of the product to the Manufacturer, and in picking it up after the Warranty service has been completed, must be paid by the Original Purchaser.
5. Any item returned in the manner described in paragraph 4 will be examined by the Manufacturer. If it is found that the returned item was defective in material or workmanship, the Manufacturer will repair it without charge for material and labor.
6. Ultra-Fab will pay freight on replacement parts during the first 90 days of ownership by the Original Purchaser.
7. The Manufacturer does not authorize any person or company to create any Warranty obligation or liability on their behalf.
8. IN NO EVENT SHALL THE MANUFACTURER BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO YOU.
9. ANY IMPLIED WARRANTY, INCLUDING THE IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR ANY PURPOSE, IS LIMITED TO THE DURATION OF THIS LIMITED WARRANTY. SOME STATES DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.
10. THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

Ultra-Fab Products, Inc.

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Ultra-Fab

**WARRANTY
REGISTRATION**

Please visit our website www.ultra-fab.com
click on the **WARRANTY** tab and **REGISTER
YOUR WARRANTY.**

If you register your tongue jack within 90
days of purchase your warranty is extended
from 2-years to 5-years.

