

INSTRUCTION SHEET

Caster pin lock installation, GT series

(Please read and understand instructions before beginning installation)

Tools Required:

Slotted screwdriver

Needle Nose Pliers

3mm Allen Wrench (qty 2)

4mm Allen Wrench

6mm Allen Wrench

8mm Allen Wrench

Refer to Figure 1 for steps 1-6.

- Note caster spline tooth configuration between upper caster spline (item 4) and lower caster spline (item 5), as well as which fork hole the caster is in.
- Remove caster screws (item 14), lock washers (item 13), axle (item 12), and caster spacers (item 17) from caster fork (item 11) using (2) 3mm allen wrenches. Set parts, along with caster aside.
- Using slotted screwdriver, gently pry off caster cap (item 6) with o-ring (item 7).
- Using 6mm allen wrench, loosen (but do not remove) set screw (item 8).
- Using 8mm allen wrench, remove M12 socket head screw (item 16) and lock washer (item 15) and set fork assembly, stem spacers (if present, item 18), and lower caster spline (item 5) aside.
- Using needle nose pliers, remove snap ring (item 1, if present) from cross pin (item 10) and remove cross pin from caster housing. Discard both parts.

Refer to Figure 2 for steps 7-10

- Slide yoke (item 6) with saddles (item 4) over caster housing. Be sure that the side of the yoke with two holes in it is toward the outside of the chair. Align holes in yoke, saddles, caster housing and caster barrel (figure 1, item 9). Use slotted screwdriver as an aid if necessary.
- Once holes are aligned, slide shoulder screw (item 5) through holes in all components listed in step 7 from the inside of the chair outward.
- Align the threaded hole in the proper block assembly (item 1) with the threads on the shoulder screw. The correct block assembly is chosen by assuring that when the spring in the block assembly is fully compressed, the pin arm of the block assembly points to the rear of the chair. Using 4mm allen wrench, tighten shoulder screw into block assembly (item 1), making sure to align pin in block assembly with the small hole in the yoke. Block assembly should lie flush with the side surface of the yoke.
- Place caster lock keys (item 3) into both oval slots of the caster fork. Place caster lock plate (item 2) over the caster lock keys, aligning the holes, with countersinks in plate facing upward as shown. Tighten plate to keys using 3mm allen wrench with (2) flat head screws (item 7). Tighten snugly.

FIG 1

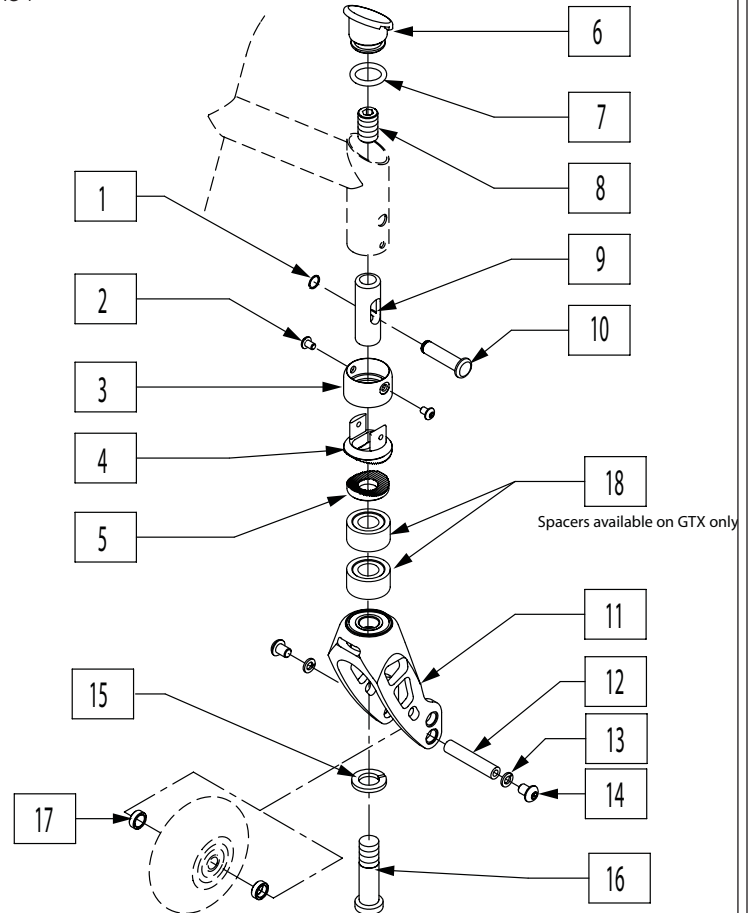
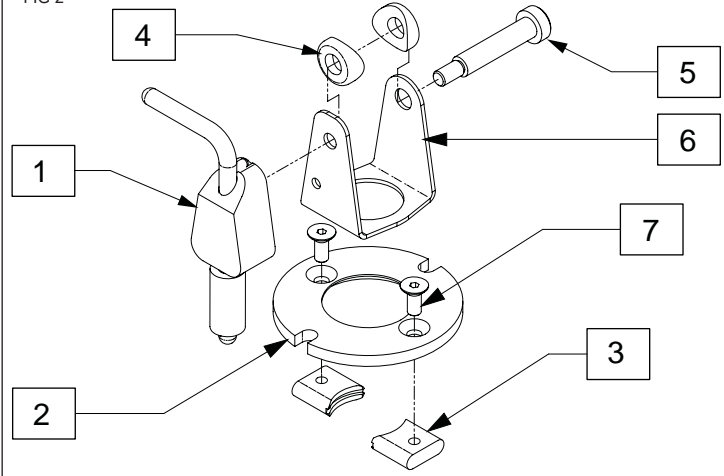


FIG 2



FOR DEALER USE Installed by: _____ Serial #: _____ Date: _____ (retain as record of installation)

Refer to Figure 1 for steps 11-13

11. Insert socket head screw (item 16) with lock washer (item 15) through the bottom of the caster fork assembly. If stem spacers are present, slide stem spacers (item 18) over the screw with the nose on spacers toward bearing in the caster fork. Place lower caster spline (item 5) onto the screw on top of the bearing with teeth on the spline pointing upward. Slide screw through slot in upper caster spline (item 4) ensuring the lower spline aligns with large hole in bottom of yoke (figure 2, item 6). Tighten screw into caster barrel (item 9) to 192 in-lb (21.7 N-m), ensuring that teeth in upper and lower spline line up to avoid damage to teeth.
12. Configure spline teeth in as noted in step 1. Optionally, you may square up the caster forks as outlined in owners manual. After teeth are aligned properly, tighten set screw (item 8) to 192 in-lb (21.7 N-m) and replace caster cap (item 6) with o-ring (item 7).
13. Replace caster into fork using axle (item 12), caster spacers (item 17), caster screws (item 14) and lock washers (item 13).
14. Verify that caster pin locks function by flipping pin lock arm forward and rotating the caster. The pin should engage the slots in the caster lock plate. Assembly should look like Figure 3.
15. Repeat for other side of chair.

