


4" SINGLE BLACK DIRECTIONAL LOCK CASTER

Product:	-300 RECLINER
Tools Required:	-7/16" WRENCH -PRY TOOL/FLATHEAD SCREWDRIVER -PROPPING METHOD (E.G. WOOD BLOCK) -RUBBER Mallet
Tools Recommended:	-RATCHET WITH 7/16" SOCKET -IMPACT GUN W/ 7/16" SOCKET
Components Supplied:	-4" SINGLE DIRECTIONAL LOCK CASTER -HEX-HEAD INSTALLATION HARDWARE

 **CAUTION:** This part was designed for a specific repair, based on the build of the chair from the serial number you provided. If the part is used on another chair, you may get unexpected results. Discard these directions once the repair is complete.

Directions:

Please read all the directions before beginning the repair. Refer back to the directions as you make the replacement. Call if you have any questions or problems. Suggested tools are not required. Note that references to "left" or "right" are determined from the seated position.

 **CAUTION:** This chair has moving parts that may create pinch points. Work or cleaning should be performed only in the upright position with the chair latched or in the full recline position. Keep your hands clear of the mechanism when moving the chair from one position to another.

1. Assemble your tools and disconnect the power cord from the wall outlet (if applicable). Move the chair to your chosen work area.
2. Lock the casters, a carpeted work area is suggested.
3. Locate the left rear 4" single directional lock caster (001916).
4. Using a pry tool or flathead screwdriver, remove the black snap-cap (SNAP-HEX) to uncover the hex-bolt (BL-14C112HTC5Z) securing the caster to the base-frame mounting post. Discard the removed snap-cap (SNAP-HEX).
5. Use a 7/16" wrench or recommended tools, remove the hex-bolt (BL-14C112HTC5Z) and lock-washer (WA-14SL). Discard all removed hardware.
6. Prop the chair from under the base-frame. It must be propped high enough for the caster-stem to clear the base-frame mounting post.
7. Using a rubber mallet, remove the caster from the mounting post and set aside to discard.
8. Lock the replacement 4" single directional lock caster (001916), verify that the caster cannot rotate before moving on to the next step.
9. Insert the stem of the replacement caster (001916) into the base-frame mounting post.

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10. Rotate the caster's lock to the outside of the base and align the bolt-hole on the caster stem to the bolt-hole on the base-frame mounting post.
11. Put 1 lock-washer (WA-14SL) onto the replacement hex-bolt (BL-14C112HTC5Z) and hand-tighten through the bolt-hole on the base-frame mounting post into the caster stem.
12. Use a 7/16" wrench or recommended tools to tighten all hardware.
13. Place the replacement black snap-cap (SNAP-HEX) onto the head of the hex-bolt (BL-14C112HTC5Z). Use a rubber mallet if necessary.
14. Check to make sure the caster is assembled correctly and functional.