



300 SERIES (MANUAL) STD CF CENTERBOARD, COMPLETE

Product:	300 SERIES RECLINERS
Tools Required:	-7/16" WRENCH
Tools Recommended:	-RATCHET WITH 7/16" SOCKET OR IMPACT GUN WITH 7/16" SOCKET
Components Supplied:	-STANDARD CENTERBOARD ASSEMBLY -PROVIDED 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 move the chair to your chosen work area.
2. Lock the casters, a carpeted work area is suggested.
3. Actuate the chair into the recline position, the underside of the centerboard should now be accessible.
4. Locate the hardware securing the existing centerboard under the mechanism extension arms.
5. Using a 7/16" wrench or recommended tools, remove the 4 lock-nuts (NU-1/4) and 4 lock-washers (WA-14SL) securing the centerboard and discard all removed hardware.
6. Before removing the centerboard, make note of the original mounting hole locations of the centerboard for each bolt. The centerboard only fits in one way.
7. Remove the existing centerboard and discard.
8. Place the replacement centerboard into the appropriate mounting holes of the mechanism extension arms.
9. Place a single lock-washer (WA-14SL) and hand-tighten a lock-nut (NU-1/4) on each threaded bolt. There should be four bolts securing the centerboard in total.
10. Use a 7/16" wrench or recommended tools to tighten all hardware.
11. Place the chair in the upright position and actuate the chair to check the centerboard is assembled correctly and functional.