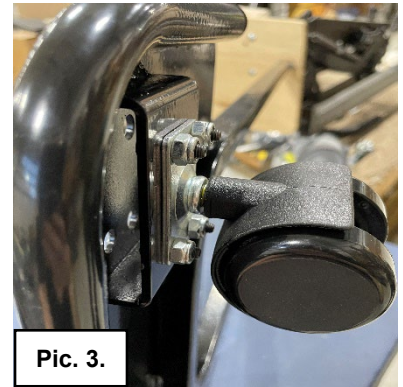


300 SERIES FOOT TRAY CASTER PAIR-STANDARD KIT

Product:	-300 AND 310 RECLINERS
Tools Required:	-5/32" T-HANDLE ALLEN KEY -3/8" WRENCH -7/16" WRENCH
Tools Recommended:	-5/32 HEX BIT -7/16 SOCKET BIT -IMPACT GUN
Components Supplied:	-FOOT TRAY CASTER PAIR-STANDARD KIT -INSTALLATION HARDWARE



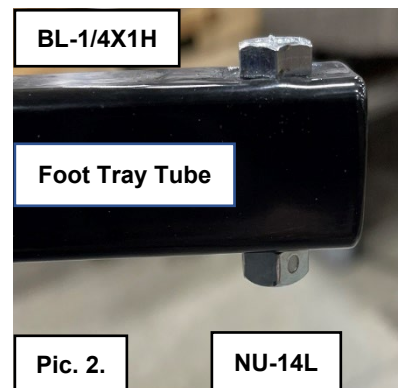
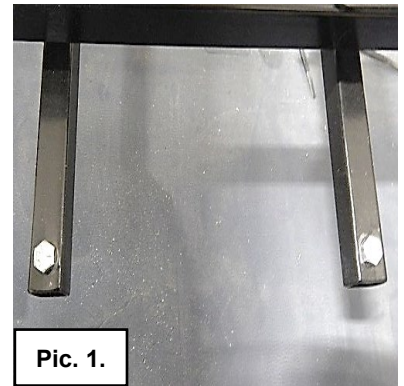
⚠️ CAUTION: This part was designed for a specific repair, based on the build of the chair from the serial number you provided. If the part is used on another chair, you may get unexpected results. Discard these directions once the repair is complete.

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 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 and verify the foot tray is pushed back.
4. At the back of the chair, locate the foot tray prongs extending from underneath the base frame. See picture 1.
5. At the end of each foot tray prong, remove the bolt (BL-1/4X1H) and lock-nut (NU-14L) using a 7/16" wrench and a ratchet with 7/16" socket (or recommended tools). See picture 2. Keep bolts (BL-1/4X1H) and discard lock-nuts (NU-14L).
6. The foot tray is now free, slide the foot tray outward till the prongs clear the foot tray brackets.
7. Peel back the black tread from the foot tray and remove. Discard the black tread.
8. With a 5/32" T-handle Allen key and a 3/8" wrench remove the 4 exposed screws (002067) and nylon-nuts (NU-1032) securing each caster. Discard the removed casters and hardware.
9. Align the holes of the replacement caster's plate to the mounting holes on the foot tray.



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10. Using replacement hardware, insert screw (002067) through the top of the foot tray and caster plate, and hand tighten on nylon-nut (NU-1032). Repeat for remaining screw locations (4 total).
11. With a 5/32" T-handle Allen key and a 3/8" wrench, tighten installed hardware.
12. Repeat steps 9-11 for the remaining caster.
13. Place replacement black tread (002114) on foot tray. Use the raised edge on the foot tray as a guide. Unpeel one edge of the backing from the tread but do not pull all the way off. Line up the tread evenly with the edge of the foot tray and continue to unpeel the backing slowly as you apply pressure, smoothing out any wrinkles and air bubbles. See picture 4.
14. From the front of the chair, install the foot tray by inserting the prongs through the foot tray brackets under the base-frame. The foot tray must be fully inserted.
15. Access the ends the foot tray prongs from the back of the chair.
16. Insert bolts (BL-1/4X1H) removed in step 5 from the top-down and hand-tighten replacement lock-nut (NU-14L) for each foot-tray prong.
17. Tighten all hardware using a 7/16" wrench and a ratchet with 7/16" socket (or recommended tools).
18. Pull the tray forward to verify correct assembly. Confirm that it is fully secured to the base-frame before returning to service.

