

# 300 Series, AloRec Replacement Manual/Power Mechanism Assembly

CUSTOMER INSTRUCTIONS

For Models:

300, 310, 31X, 61xL, 62xL, 63xL, 64xL

Applicable for Service Kits:

201608K (QQ-30000), 201609K (QQ-30001), QQ-60500R, QQ-60501R, QQ-60502R, QQ-60503R, 201847K, 201848K

**PLEASE READ AND FAMILIARIZE YOURSELF WITH ALL INSTRUCTIONS BEFORE USING THIS PRODUCT. DESIGN, APPEARANCE, PARTS, AND CONSTRUCTION ARE SUBJECT TO CHANGE WITHOUT NOTICE.**

*If you have trouble understanding these instructions, contact Customer Service before attempting to use this product; otherwise injury may occur.*



## **TO REDUCE THE RISK OF INJURY TO PERSONS:**

1. READ AND FOLLOW ALL DIRECTIONS.
2. This kit was designed for a specific repair, retrofit, or installation based on the serial number provided. If kit is used on a different model, unexpected results may occur.
3. 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 hands clear of the mechanism, and all other pinch points, when moving the chair from one position to another.
4. Immediately remove any chair with mechanical or visible damage from service.
5. USE ONLY AUTHORIZED REPLACEMENT PARTS.

## Symbols

**WARNING*****General Warning - If the warning is not heeded, it can cause serious injury*****CAUTION*****Caution - If the precaution is not taken, it may cause minor or moderate injury*****IMPORTANT*****Important information***

**IMPORTANT***Left & Right is determined as if sitting in the chair.***Parts Included**

Part Number	Description	Quantity
N/A	Mechanism Assembly	1
N/A	Provided Hardware	1 set

**Tools Needed**

7/16" Wrench	Ratchet with 7/16" Socket
Small Flat Blade Screwdriver	Wire Cutters/Razor knife
Pliers	
4-mm" Allen Wrench	
Phillips Head Screwdriver	
Pry tool	

**Procedure:**

1. Lock the casters (**Central Locking Caster** model shown in image).



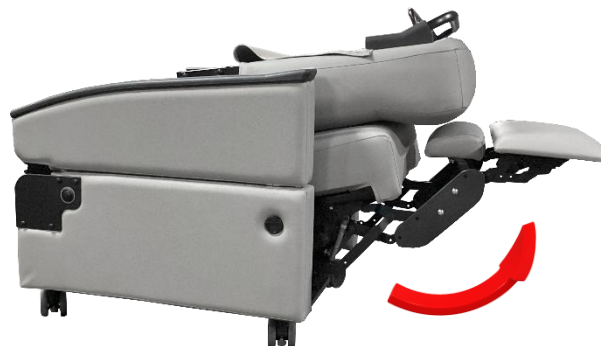
2. From the back of the chair remove the two thumb screws securing the backrest to the recline mechanism. Remove the backrest and carefully lay on top of the seat.



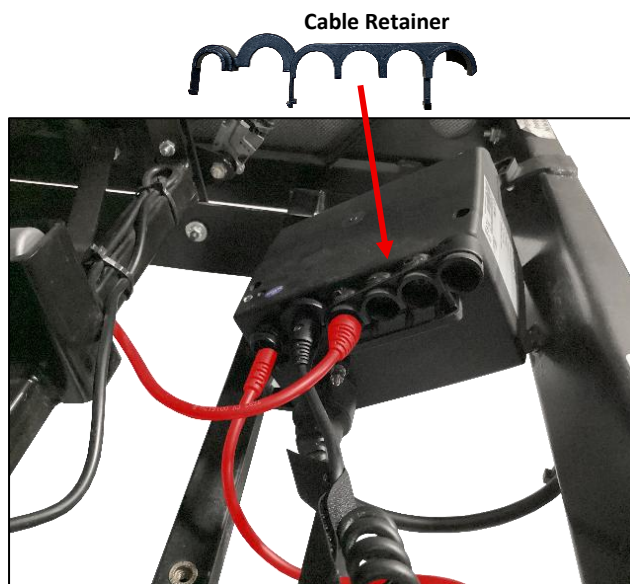
3. Recline the chair completely.

**Note:** Use the hand pendant if power chair.

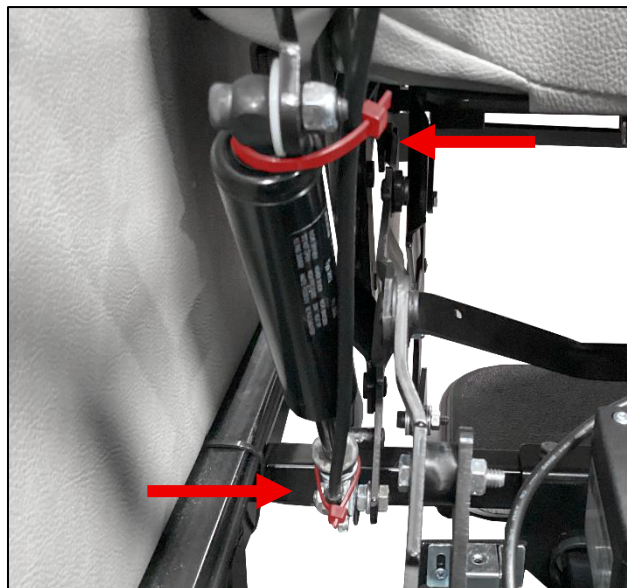
4. **Power only:** Unplug the power cord from the wall outlet.



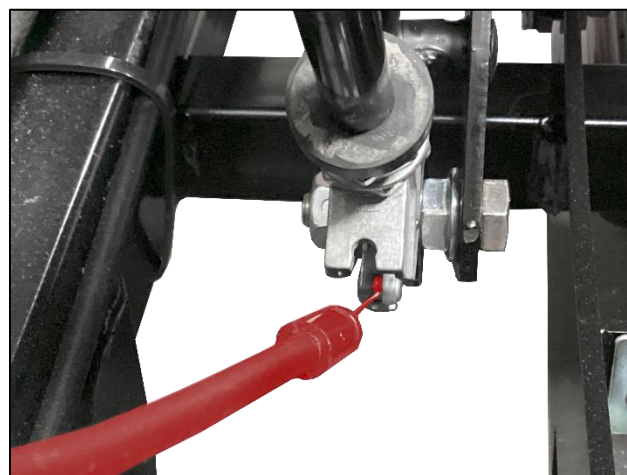
5. **Power only:** Using a small flat blade screwdriver, release the cable retainer from the control box and remove the cable retainer. Save the cable retainer.
6. **Power only:** Unplug the battery cable from the control box (left-most cord shown in image) and unplug the actuator cable from the control box.



7. Using Wire Cutters, cut the zip ties securing the trend cables to the mechanism. Discard the zip ties.



8. Unclip the plastic sleeve grommet of the cable on the release head towards the bottom of the chair with a pry tool. Repeat on the opposite side.
9. Remove the cable barrel from the release head towards the bottom of the chair. Repeat on the opposite side. Remove the back off the chair completely.



10. Using a Ratchet and 7/16" Socket, remove the four nuts and washers securing the footrest to the recline mechanism and remove the footrest and centerboard. Save the nuts, washers, footrest, and centerboard.



11. **300 Series only:** Using a Ratchet and 7/16" Socket, remove the two nuts on the front edge of the seat frame that secure the seat cushion to the recline mechanism.

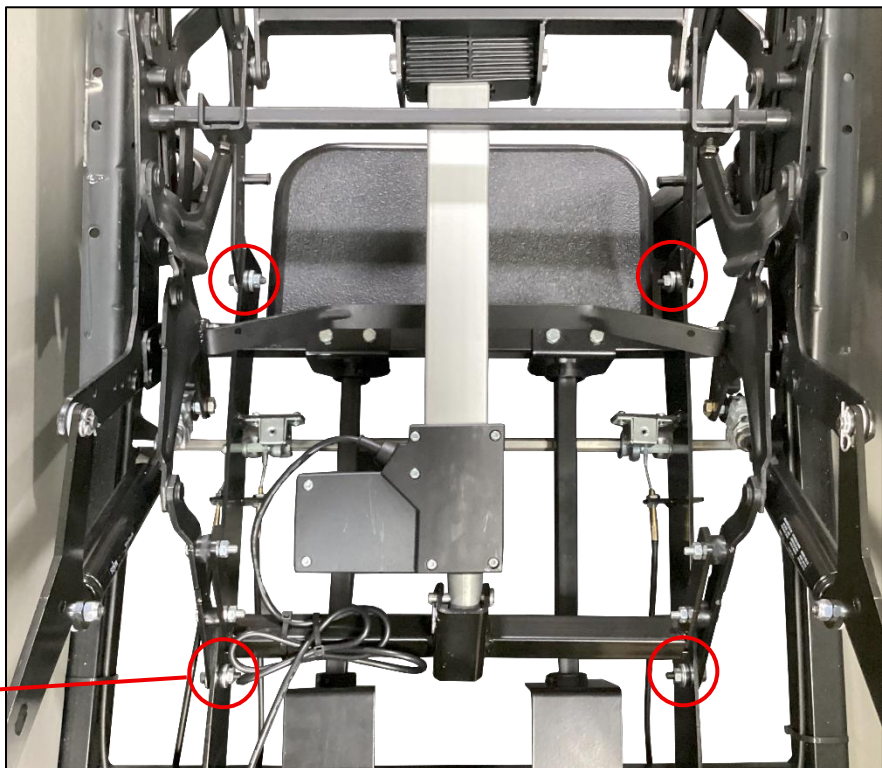
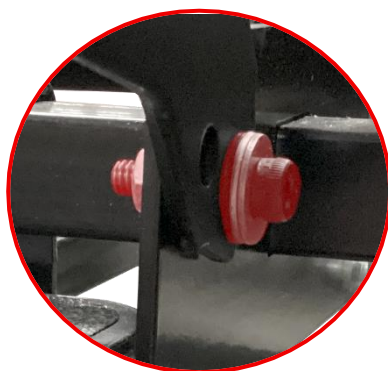
**AloRec only:** Unscrew the two yellow thumb screws on the front edge of the seat frame that secure the seat cushion to the recline mechanism.

Lift up on the front of the seat cushion and slide it toward the foot to remove. Save the cushion and the nuts.



12. From the foot side use a Ratchet, 7/16" Socket, and 4mm Hex Wrench, remove the bolts, washers, and nuts from the right and left side securing the recline mechanism to the base frame. Repeat for the head side. Save the bolts, washers, and nuts.

**Note:** Be careful as the recline mechanism assembly will be loose.





13. Remove the recline mechanism actuator assembly from the base frame. Discard.

**Refer to image at the bottom on the page for Steps 14-22.**

14. Place the new mechanism on the base.

**Note: Ensure the extension ear from the mechanism is on the outside of the base.**

15. Starting with the front ear of the mechanism. Align the mounting holes from the ear to the base rail.

16. Insert **(2) Washer (1/4" Flat Zn) WA-14F** and **(1) Plastic Black Washer WA-BLK** onto **(1) Screw (¼-20,5/16x5/8) 001616** from the outside of the mechanism ear through the mounting base rail.

17. Insert **(1) Plastic Black Washer WA-BLK** and **(2) Washer (1/4" Flat Zn) WA-14F** onto the other side and add/cap the screw with **(1) Nut NU-14L**.

18. Repeat steps 16 and 17 for the other mounting side for the front of chair.

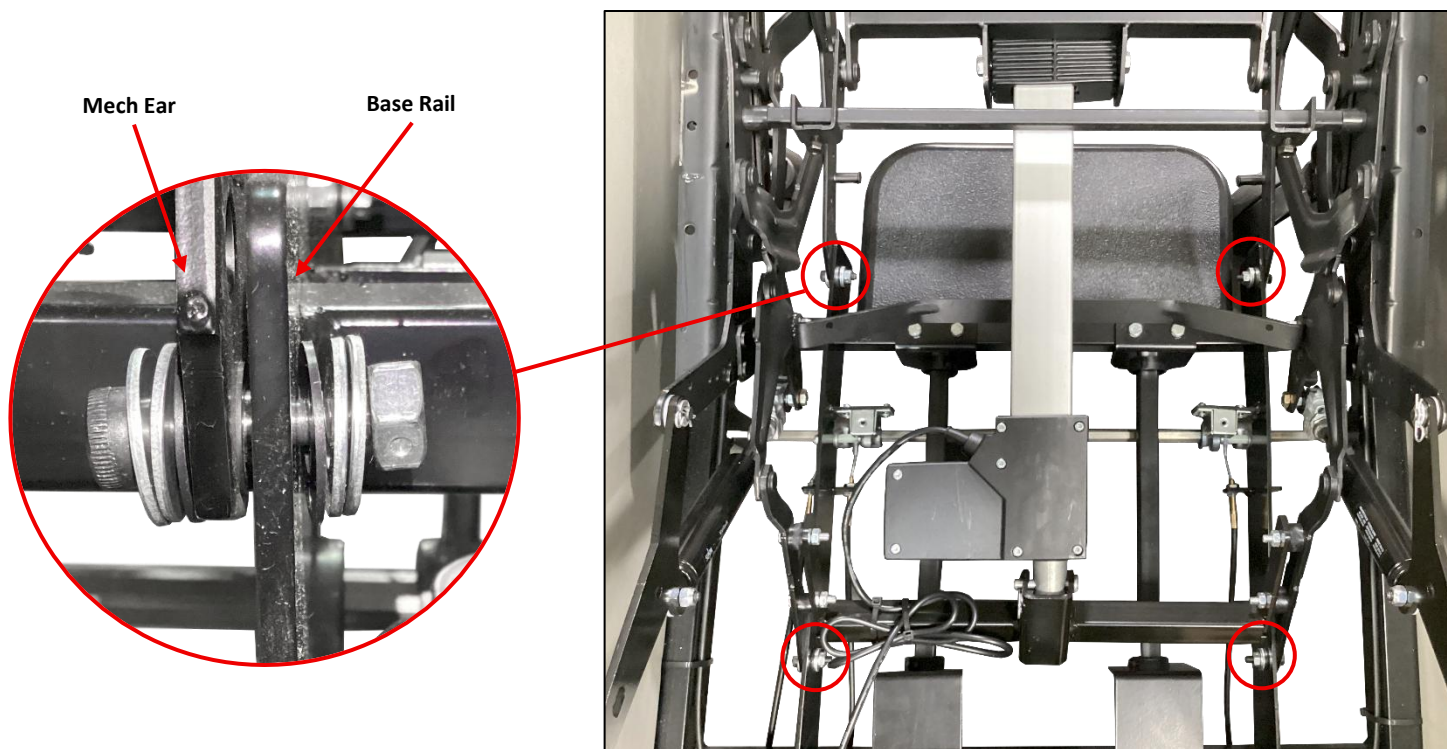
19. Proceed with the rear ear of the mechanism. Align the mounting holes from the ear to the base rail.

20. Insert **(1) Washer (1/4" Flat Zn) WA-14F** and **(1) Plastic Black Washer WA-BLK** onto **(1) Screw (¼-20,5/16x5/8) 001616** from the outside of the mechanism ear through the mounting base rail.

21. Insert **(2) Black Plastic Washer WA-BLK** and **(2) Washer (1/4" Flat Zn) WA-14F** onto the other side and add/cap the screw with **(1) Nut NU-14L**.

22. Repeat steps 20 and 21 for the other mounting side for the rear of the chair.

23. From the foot side use a Ratchet, 7/16" Socket, and 4mm Hex Wrench, install the bolts, washers, and nuts from the right and left side securing the recline mechanism to the base frame. Repeat for the head side. Place the new back in an upright position with the flat side towards the back of the chair.



24. Align the mounting bracket from the back to the mounting bracket on the mechanism. Slide the back to the mechanism mounting bracket.
25. Locate the holes in the back of the chair and insert **(2) Red thumb Knobs**. Screw in the red thumb knobs tight, that hold the back to the bracket. Use pliers to install if necessary.



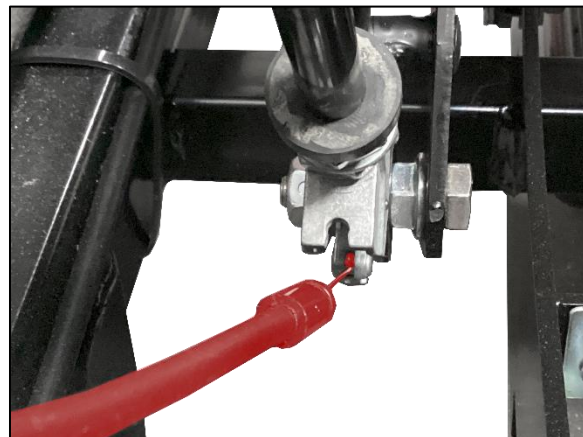
26. Snap the plastic sleeve grommet of the cable into the top of the release head.

**Note:**

**Make sure the cable from the right side of the back is routed to the left release head.**

**Make sure the cable from the left side of the back is routed to the right release head.**

27. Install the cable barrel from the back to the release head on the bottom.

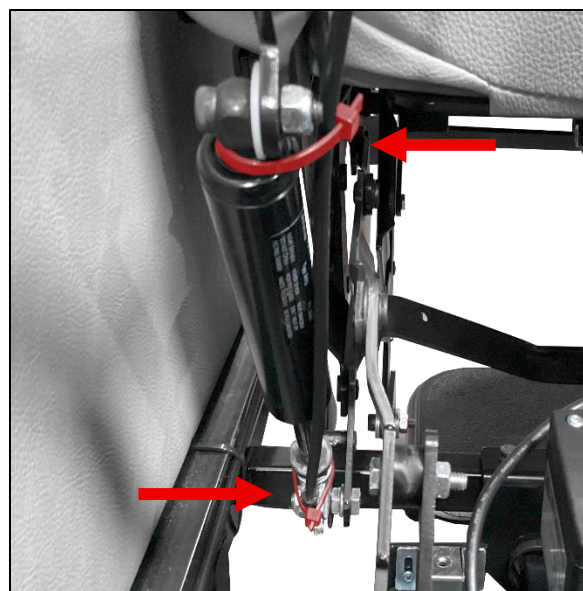


28. Use a zip tie around the plastic sleeve grommet and around the washers on the gas strut.

**Note: Make sure the zip tie is tight.**

29. Use a zip tie around the ear portion of the mounting bracket on the mechanism.

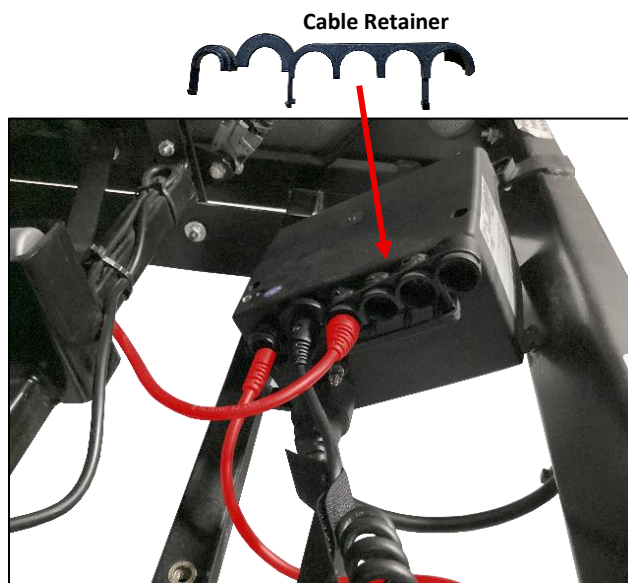
**Note: Zip tie can be loose to hold cable.**



30. **Power only:** Connect the Power Actuator to the Control Box. Reinstall the cable retainer.

31. Place the chair into the recline position.

**Note:** Use the hand pendant if power chair.



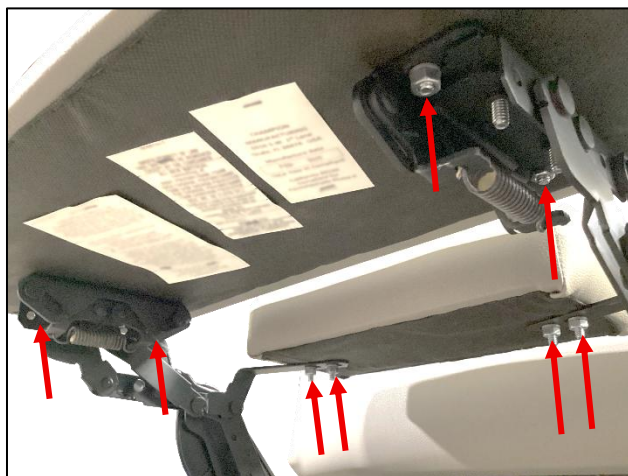
32. Slide the rear of the seat back onto the mechanism rails. Only goes in one way.

33. **300 Series only:** Place the front thread post from the seat into the mechanism hole for the seat. Tighten **(2) Nut NU-HEXN** onto the seat thread post.

**AloRec only:** Place the front thread post from the seat into the mechanism hole for the seat. Thread and tighten the **(2) Yellow Thumb Knob**. Make sure the nut is exposed down in the knob while inserting.



34. Reinstall the centerboard and the legrest using **(8) Lock Washers** and **(8) Nuts**. Tighten all hardware using applicable tools.



35. Check to make sure the mechanism and recline is assembled correct and functional.