

# Repair & Replacement Instructions ■

## Opt4® 4-Leg Chair Glide & Caster Replacement

October 2023

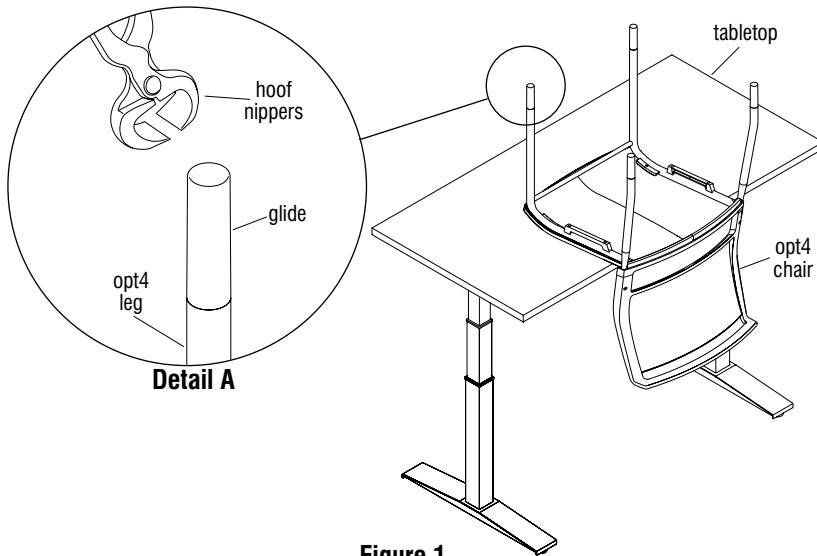


Figure 1

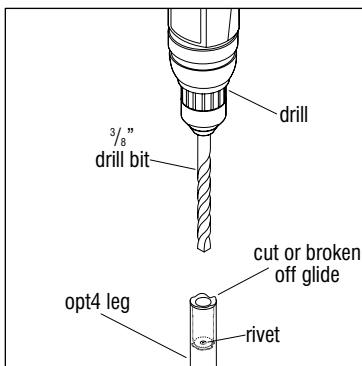


Figure 2

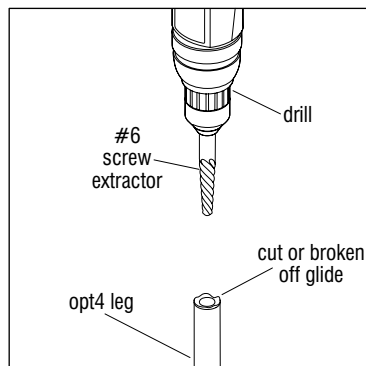


Figure 3

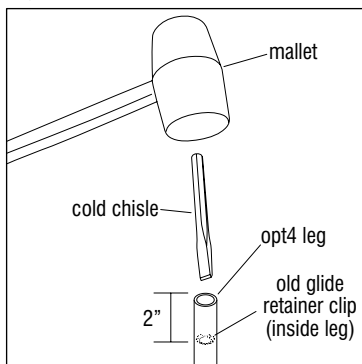


Figure 4

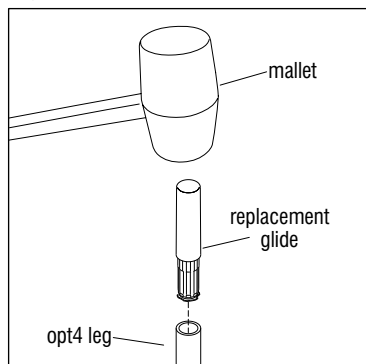


Figure 5



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

### Glide Replacement

**Note:** It is not recommended to swap glides for casters or casters for glides on frames due to the difficult and time consuming nature of changing these items in the field.

**Note:** Approximately 1.83" of the glide is pressed into the leg tube and a retainer clip attached to the end of the glide keeps the glide from pulling out.

1. Place chair upside down onto a soft protective surface, or with the seat portion face down on a table as illustrated (Figure 1).
2. Using a hoof nippers, cut/break the glide portion off and dispose of the removed glide end (Figure 1 & Detail A).
3. Then, using a drill and  $\frac{3}{8}$ " drill bit, drill out the steel rivet that attaches the glide body to the retainer clip (Figure 2).
4. Next, using a drill and #6 screw extractor, thread the extractor into the plastic glide body still in the leg. With the extractor threaded in and a second person holding the chair down, pull up on the drill handle to remove the plastic glide body material from the leg to make way for the replacement glide (Figure 3).
5. Once glide material is removed, use a hard plastic mallet and cold chisel to knock the old glide retainer clip deeper into the leg. The retainer must be at least 2" down from the leg end to allow for enough room to insert a new glide (Figure 4).
6. With the old glide retainer clip down and out of the way, align a new glide with the leg tube and tap it in with a hard plastic mallet. Make sure to keep the glide aligned straight with the leg when installing (Figure 5).

## ■ Opt4® 4-Leg Chair - Glide & Caster Replacement

### Repair & Replacement Instructions



Assemble units as described herein only. To do otherwise may result in instability. All screws, nuts and bolts must be tightened securely and must be checked periodically after assembly. Failure to assemble properly, or to secure parts may result in assembly failure and personal injury.

#### Caster Bushing & Caster Replacement

**Note:** It is not recommended to swap glides for casters or casters for glides on frames due to the difficult and time consuming nature of changing these items in the field.

**Note:** Approximately 1.87" of the caster bushing is pressed into the leg tube and a retainer clip attached to the end of the bushing keeps the bushing from pulling out.

1. Place chair upside down onto a soft protective surface, or with the seat portion face down on a table as illustrated (Figure 1).

2. Remove the caster from the caster bushing by pulling it straight away from the leg with force. If only replacing a caster, go onto step 7, otherwise proceed to replace the caster bushing. Using a hoof nippers, cut/break the caster bushing portion off and dispose of the removed end (Figure 1 & Detail A).

3. Then, using a drill and  $\frac{3}{8}$ " drill bit, drill out the steel rivet that attaches the caster bushing body to the retainer clip (Figure 2).

4. Next, using a drill and #6 screw extractor, thread the extractor into the plastic caster bushing body still in the leg. With the extractor threaded in and a second person holding the chair down, pull up on the drill body to remove the plastic caster bushing material from the leg to make way for the replacement caster bushing (Figure 3)

5. Once caster bushing material is removed, use a hard plastic mallet and cold chisel to knock the old bushing retainer deeper into the leg. The retainer must be at least 2" down from the leg end so there is enough room to insert a new caster bushing (Figure 4).

6. With the old bushing retainer clip down and out of the way, align a new bushing with the leg tube and tap it in with a hard plastic mallet. Make sure to keep the bushing aligned straight with the leg when installing (Figure 5).

7. Install a new, or re-install the original caster into the caster bushing by inserting the caster stem into the bushing opening and pushing down, snapping the caster into place (Figure 5).

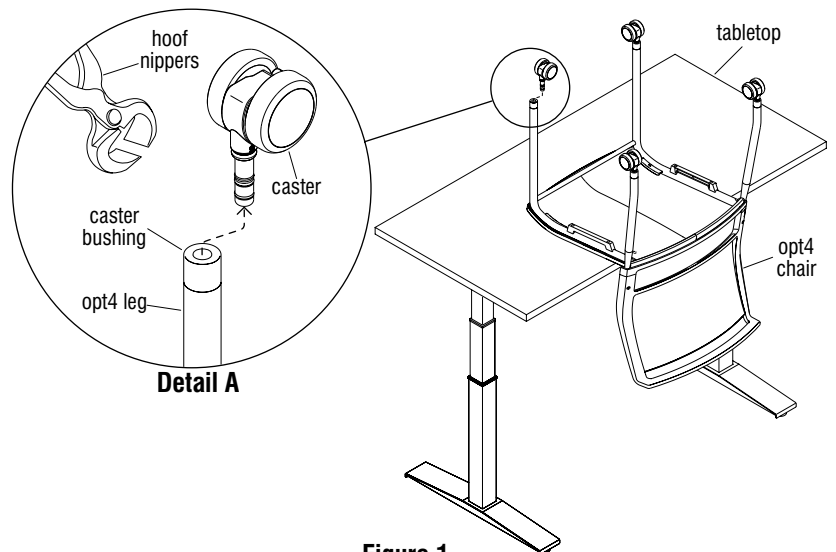


Figure 1

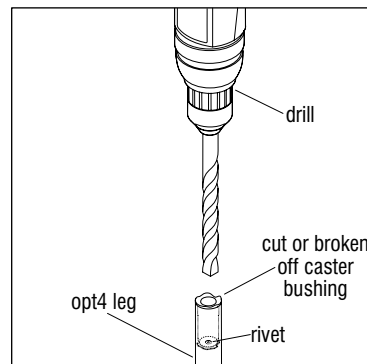


Figure 2

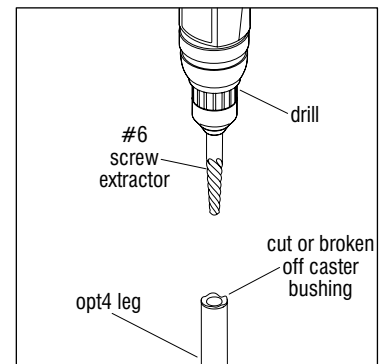


Figure 3

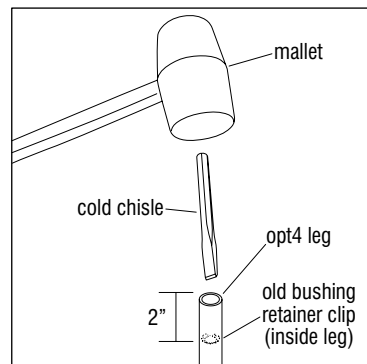


Figure 4

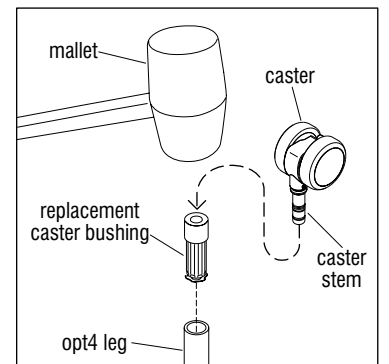


Figure 5