

Assembly Instructions

- 1) Remove components of “Elevator” from packaging boxes (2) and unwrap protective covering.

NOTE!! DO NOT TIGHTEN ANY ASSEMBLY BOLTS UNTIL ENTIRE BASE UNIT IS ASSEMBLED.

COMPONENTS MUST BE FREE TO MOVE UNTIL ENTIRE BASE UNIT IS TOGETHER.

- 2) Lay out base frame (20) on flat surface and set base center tube (16) in between base frame at location shown on drawing. Insert (4) $\frac{1}{4}$ " x $1\frac{3}{4}$ " bolts (14) through base frame and base centre tube. (leave bolts loose!)
- 3) Install Right Side Frame (19) tabs on inside of base frame at location shown on drawing with (4) $\frac{1}{4}$ " x $1\frac{1}{2}$ " bolts (22). Make sure top corner of right side frame with hole drilled in fits over top of cross member (25). Insert $\frac{3}{8}$ " x $2\frac{1}{2}$ " bolt through hole.
- 4) Repeat procedure described above for Left Side Frame (13). (leave bolts loose!)
- 5) Place Bottom Step Spacer (15) between Left and Right Side Frames as shown in drawing. Insert (4) $\frac{1}{4}$ " x $1\frac{1}{2}$ " bolts (22) as shown. Make sure the drilled hole in Step Spacer (15) is pointing towards you. (away from base center tube (16))
- 6) Slide Base Step (12) into place between Left and Right Side Frames and insert $\frac{1}{4}$ " self tapping screw (24) through tab on Base Step and into drilled hole in Bottom Step Spacer (15).

AT THIS POINT, TIGHTEN ALL ASSEMBLY BOLTS SECURELY
IN BASE ASSEMBLY.

- 7) Install (2) Front Castors (18) onto base plates at front of Base Frame (20) with $\frac{1}{4}$ " x $\frac{3}{4}$ " bolts (23). Tighten these mounting bolts securely.
- 8) Install (2) Rear Locking Castors (17) onto base plates at rear of Base Frame (20) with $\frac{1}{4}$ " x $\frac{3}{4}$ " bolts (23). Tighten these mounting bolts securely.

- 9) Insert 1 ½" sq. Center Pole (9) into square tube on end of Diving Board (1). Insert (2) 3/8" x 2 ½" bolts (7) through square tube on Diving Board and 1 ½" square centre pole (9) tighten securely.
- 10) Insert 1 ½" square Centre Pole (9) into 2" Base Centre Tube (16) approximately 2' and install 5/16" Hairpin (11) through Base Tube (16) and 1 ½" square Centre Pole (9) to hold in place. Insert 5/16" bolt (10) into threaded hole on front of Base Centre Tube (16) and hand tighten stabilize 1 ½" square Centre Pole (9).
- 11) Slide 3/8" Locking Rod (2) through pipe on underside of Diving Board (1) as shown in drawing and install 3/8" nut and washer (3) on opposite end.
- 12) Pull top end Ladder Swivel Assembly (5) apart slightly and insert round tabs on open end of assembly into openings at the bottom end of Diving Board (1). This allows for the swivelling action of the Diving Board assembly. Place 3/4" bolt (6) through side of Ladder Swivel assembly and tighten thoroughly into pipe cross member.
- 13) Take Leverage Handle (4) and slide through square tubing on side Ladder Swivel assembly (5) as shown in drawing. Slide Locking Ring (8) over bottom end of Leverage Handle (4) tighten securely with allen head set screw on Locking Ring (8).
- 14) Check all bolts for final tightening, make sure castors move freely and lock when set (two (2) rear castors only). Rotate Ladder Swivel assembly up and down several times and check for free movement and smoothness.

Congratulations!!! You are now ready to undertake your tasks at hand
utilizing the "Elevator" shop assistant.