

Omnicart Chart Carousel

Cat No. 264606 - Floor Model - Double Tier

- 1) Remove all binders from Chart Carousel.
- 2) As shown in Figure 1, utilize at least two people to remove top tier of chart carousel. To remove, grasp the large bottom disc of the top tier and raise up equally along center column. Carefully place top tier on flat surface for later re-assembly.
- 3) On retaining collar, turn 1/4" screw counter clockwise and remove.
- 4) Remove both the nylon washer and collar from column.
- 5) Lift up and remove bottom tier in same way as previously done for top tier.
- 6) As described for previous collar, loosen and remove 1/4" screw washer and collar from column.
- 7) Tilt carousel stand over so column rests on floor.
- 8) With allen wrench provided, loosen and remove bolt that secures column to base.
- 9) Replace damaged column with new one.
- 10) With new column in place, start to thread bolt through the base into the column in a clockwise rotation. Firmly bolt in place with allen wrench.
- 11) Stand carousel unit upright and confirm that the column is secured and not loose.
- 12) Re-assemble bottom retaining collar with 1/4" screw and tighten firmly in place. Slide nylon washer in place on top of collar.
- 13) Slide bottom tier of chart carousel back in place on column.
- 14) Repeat procedure for top collar and top tier of chart carousel.
- 15) Chart carousel is now ready for use.



Figure 1

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