



## How To Casters On Your Swivel Tilt Chair

Less than 5 minutes per chair

### Tools needed:

- ✓ Rubber mallet
- ✓ Flat head screw driver or staple remover

1. Protect the floor and your chair by laying out a towel or mat
2. Position chair upside down



3. Wedge flat-head screwdriver or staple remover between metal washer and metal lip on caster stem and pry the wheel up



4. Lift off caster out of bottom of chair leg



5. Make sure washer is in place then insert new caster into nylon glide



6. Position caster into leg of chair



7. Firmly tap caster into place with rubber mallet and position chair up-right. If installed correctly, you will hear a click as the castor locks into place and there will be no space between the metal lip and the plastic.

