

Part Manuals

Ironing Board Conversions **42" Fixed to 42" Swivel**

**For Contemporary Models
E-42 & NE-42**

Tools Needed



Flathead
Screwdriver



1/4" Nut Driver



Electric Drill
with 1/8" drill bit



Phillips
Screwdriver



Putty Knife

Supplied Hardware

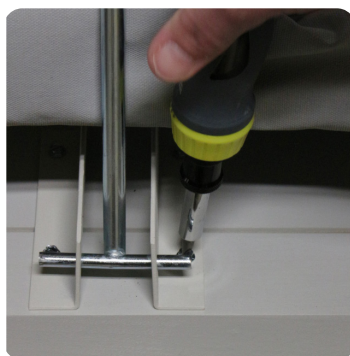
- Two #14 x 2 1/2" Phillips screws
- Four #8 1/2" sheet metal screws
- Four #14 x 5/8" Phillips screws



Step One

Remove Fixed Position Ironing Board

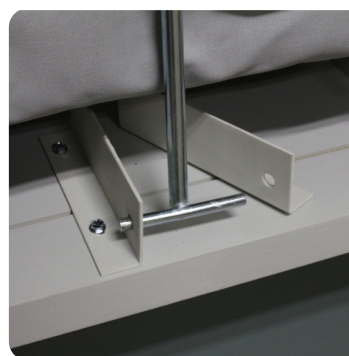
To begin your conversion, you will first need to remove your fixed position ironing board. Begin with board in upright position, held by retainer bar.



Remove Male Leg

There are two brackets that connect the male leg to the bottom of the cabinet, holding up your ironing board.

Remove the front screw from one of the brackets.



Slide the bracket over enough to separate the leg from the bracket. Then remove the male leg from the board.

After removing the male leg, take out the remaining screws from both brackets to completely remove the brackets.



Remove Female Leg

Detach the female leg by removing the bracket that connects the leg to your board.



Fully Disconnect Board

You will now fully remove the board from the unit. To do so, lower the board to reveal two screws on the axle rod bracket, then remove screws.



Next, raise board to reveal a third screw on bracket and remove. You can now fully remove the board from the unit. Set the board aside.

Remove both side brackets.



Remove Retainer Bar

The retainer bar is no longer needed and can be removed if desired. Remove and fill holes with putty.

If needed, a touch-up paint kit is available to cover any paint irregularities.



**Proceed to
Step Two!**

Step Two

Pre-Drill Bracket Holes

To install your swivel brackets, you will need to pre-drill holes into the cabinet. Use the provided swivel brackets as a template to mark pre-drill locations,



Mark Right Side

Place the right side swivel bracket on the inside right of the cabinet, flush with the bottom, so that the edge of the bracket is $\frac{3}{32}$ " from the face frame.

Do not allow the bracket edge to go past the face frame.

Using a pencil, mark the three larger holes of the bracket for your pre-drill locations. The top hole should be $8\frac{7}{8}$ " from the bottom of the cabinet and $4\frac{1}{2}$ " from the face frame edge.



Pre-Drill Holes

Using the marks you just made, pre-drill holes into the sides of the cabinet with a $\frac{1}{8}$ " drill bit, $\frac{1}{4}$ " deep.



Mark Left Side

Place the left side swivel bracket on the inside left of the cabinet, flush with the bottom, so that the edge of the bracket is $\frac{3}{32}$ " from the face frame.

Do not allow the bracket edge to go past the face frame.

Using a pencil, mark the three larger holes of the bracket for your pre-drill locations. The top hole should be $8\frac{7}{8}$ " from the bottom of the cabinet and $4\frac{1}{2}$ " from the face frame edge.



**Proceed to
Step Three!**

Step Three

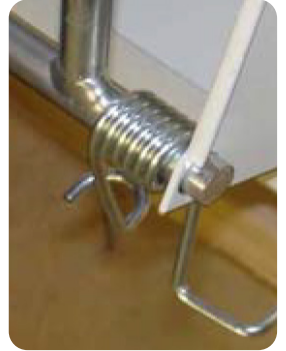
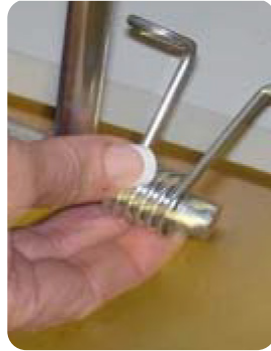
Install Swivel Brackets

You will now install the swivel brackets and axle rod.



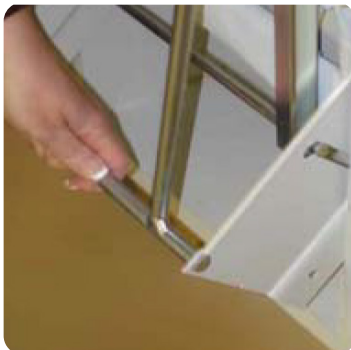
Install Top Screw ONLY

Install both side swivel brackets by screwing the longer screws provided into the top holes only. The other two holes will be installed later.

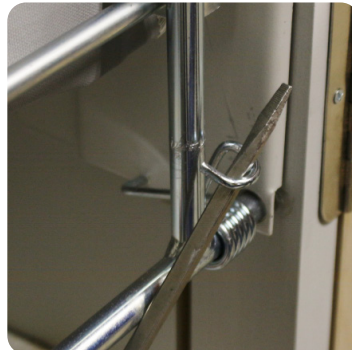


Install Springs & Axle Rod

Gently pivot the swivel brackets forward. Place springs on bottom axle rod, then slide top axle rod into holes.

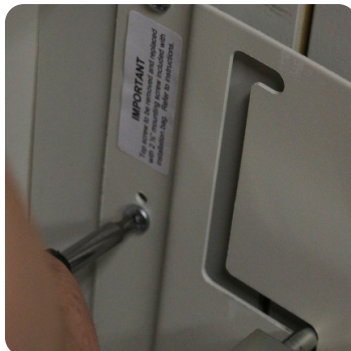


Next, place bottom axle rod in bottom hole of bracket and gently pivot back into cabinet.



Cock Springs

Place the end of a flathead screwdriver into the "U" shape on the spring and cock spring into place on rod. Perform this step on both springs.



Install Final Four Screws

Insert the remaining four screws into the side brackets (two each).

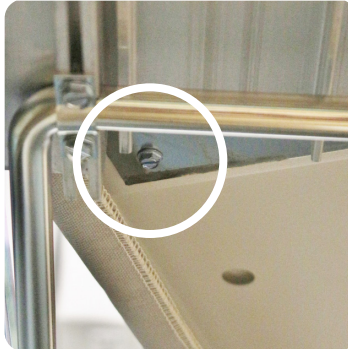
Proceed to
Step Four!



Step Four

Attach Board to Swivel Mechanism

You will now install the board on the swivel mechanism.



Install Hex Screws

Turn the swivel plate to the left, exposing a hole on the underneath side. Place the ironing board on the top of the swivel plate and install the left hex screw from underneath. Now swivel the board and plate to the right, exposing a hole on the underneath right side and install the right hex screw.



Install Back Hex Screws

Return the board to its forward position and place it upright in the cabinet. Install the two hex head screws on the back of the board in the top set of holes.



Install Safety Shield

Secure the safety shield on the back with the provided foam tape.

Installation Complete!

