

Part Manuals

How to Replace a Ball Bearing on a Swivel Board

Tools Needed



3/4" Ratchet,
Open-end Wrench,
or Adjustable
Wrench



1/4" Socket or
Nut Driver



Flathead
Screwdriver



Pliers (optional)

Step One Remove safety shield & hex screws

With board in upright position, remove the tan safety shield that covers the swivel mechanism. This requires some gentle pulling force. Next, remove the two hex screws found behind the safety shield.



Step Two Remove screws underneath board

Lower the board, swivel to the right, and look underneath the board. There should be one screw exposed. Remove screw. Swivel the board to the left and look underneath. There should be a screw now exposed on the left side. Remove screw.



Step Three **Remove board**

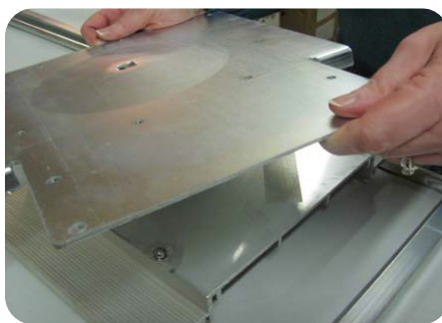
Remove board by pulling it off of swivel mechanism.



Step Four **Remove nut, washer, and plate**

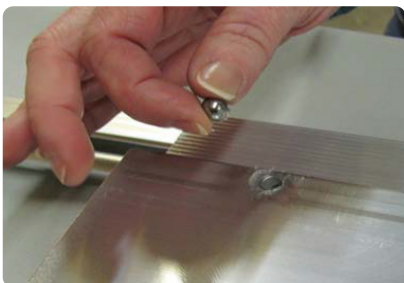
Keeping board in lowered position, remove the tightening nut and washer found on the underside of the board. Then remove bolt. Please note: Do not try to remove nut with board in upright position as it will make replacement of ball bearings very difficult.

Gently lift swivel plate off the top of swivel mechanism.



Step Five **Remove old ball bearings & springs; install new set**

Remove the two old ball bearings from drill out leg assemblies. Next, remove old springs from both drill out leg assemblies using pliers.



Insert the new springs, then insert new ball bearings into drill out leg assemblies.

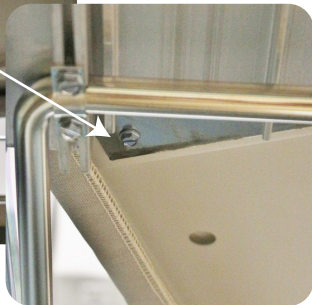
Step Six Replace swivel plate & bolt

Re-place swivel plate and bolt. Then, replace nut and washer to bolt on underside of swivel mechanism. Tighten nut.



Step Seven Re-install board and underside screws

Replace board and re-insert screws on underneath side, swiveling to left and right to expose hidden screw holes.



Step Eight Replace hex screws and safety shield

Swivel the board to center position and return upright. Replace hex screws. Lastly, replace safety shield.



Installation Complete!



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