

## Replacing a Control Plate

Note: Your stool may appear different from the one pictured, but the procedure is the same. The control plate may or may not have a handle depending upon the model.

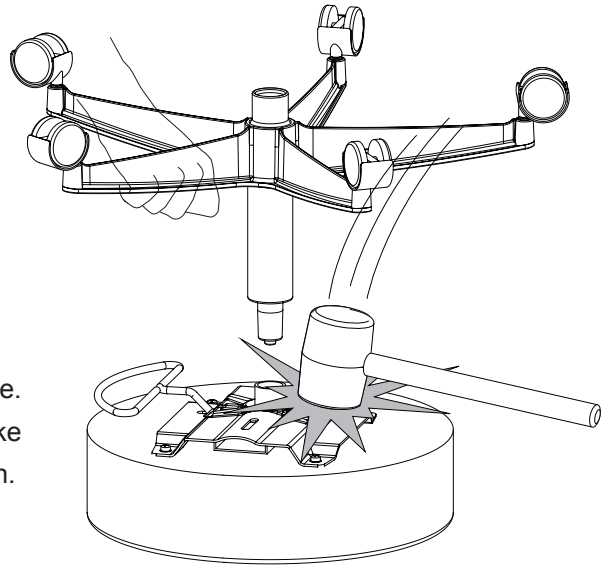
**⚠ Caution:**

Do not lean over the base during removal. Rapid release of seat may cause base to “fly upward” causing personal injury.

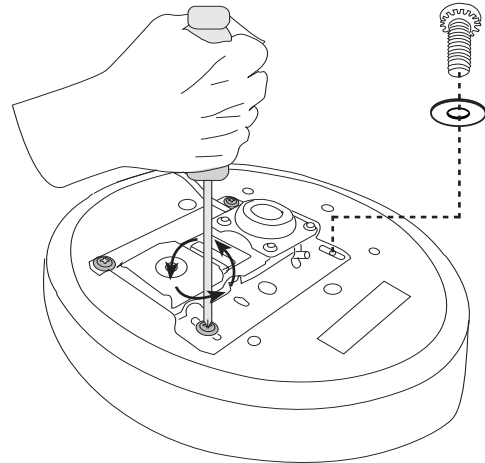
**⚠ Caution:**

Use approved safety goggles when working on stool.

1. Turn stool upside down onto clean work surface.
2. Pull up on caster base slightly while striking control plate.  
Note: control plate is held on with a tapered fit. It will take multiple strikes with the mallet to release the connection.



3. Remove the (4) screws that secure the control plate to the seat.
4. Place new control plate onto the seat.
5. Secure the control plate to the new seat with new screws and washers.



6. Insert the cylinder with caster base into the control plate, and push down.
7. Turn stool over and set on floor.
8. Sit on stool to seat the cylinder to control plate.

