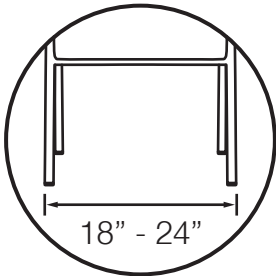


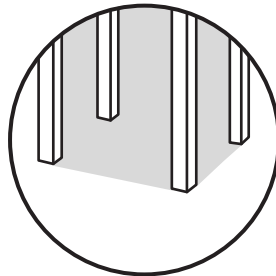
ROYAL EZ

Can the ROYAL EZ be attached to my chair?



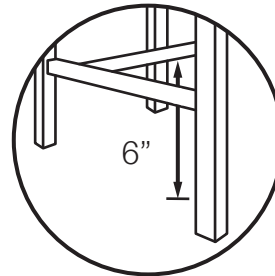
1. Chair Width

The ideal chair width to install the ROYAL EZ is from 18" to 24".



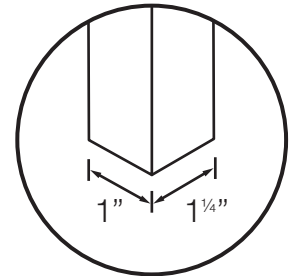
2. No Obstruction

The chair should be free of any obstructions for easy installation.



3. Stretcher Bar

If the chair is equipped with a stretcher bar, it must be at least 6" above the floor.



4. Leg Dimension

The minimum dimensions of each chair leg shall measure at least 1"x1 1/4".

ROYAL EZ

www.ctsmanufacturing.net/royal-ez

ROYAL EZ

Installation Guide

December 2013
S-50000-V1.2

#	PART #	PART DESCRIPTION	QTY
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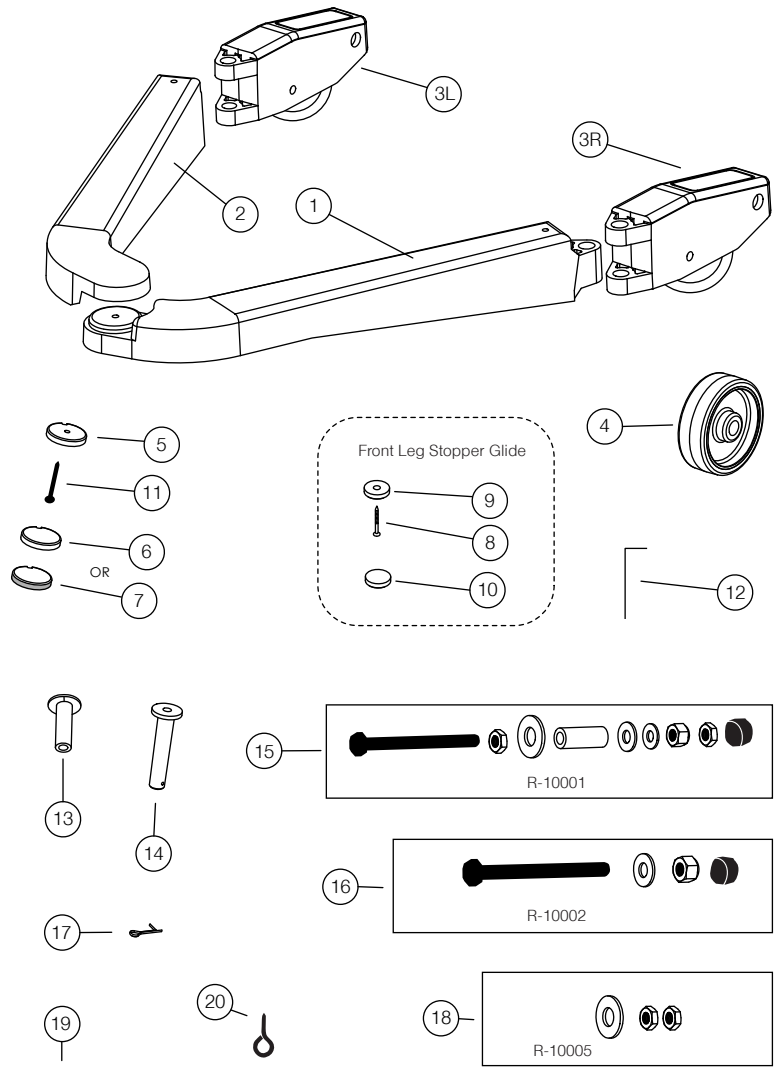
1	C-90010	Right Arm	1
2	C-90011	Left Arm	1
3R	R-10003R	Wheel Link Assembly (Right)	1
3L	R-10003L	Wheel Link Assembly (Left)	1
4	H-82003	3" Wheels	2

5	R-10004	Quickclick Base 40mm	1
6	H-10104	Quickclick 40mm White Glide	1
7	H-10105	Quickclick 40mm Felt Glide	1
8	N-12136	3/4" Flat Head Wood Screw	2
9	H-10106	Quickclick Base 30mm	2
10	H-10107	Quickclick 30mm Stopper Glide	2
11	N-12135	1" Flat Head Screw	1
12	N-40008	5/32 Allen Key	1

13	C-90013	Pivot Stand Off	2
14	C-90014	Hinge Pin	2
15	R-10001	Bolt Assembly - Rear Wheel	2
16	R-10002	Bolt Assembly - Front Leg	2
17	N-40007	1/16" X 3/4" Cotter Pin	2

18	R-10005	Additional Leveling/Mounting Parts	1
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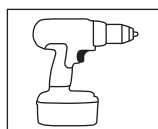
19	N-40004	Elastic Cords (18")	2
20	N-40000	3/16" Eye ID Wood Eyescrew	2



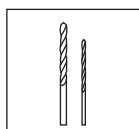
PLEASE DO AN INVENTORY COUNT BEFORE STARTING. IF YOU ARE MISSING OR NEED TO ORDER REPLACEMENTS PARTS, PLEASE CONTACT COMFORTEK AT 1-888-678-2060.

FOR ADDITIONAL ONLINE REFERENCE VISIT WWW.CTSMANUFACTURING.NET/ROYAL-EZ.

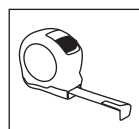
TOOLS REQUIRED:



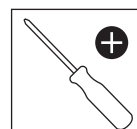
POWER DRILL



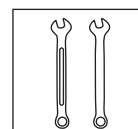
1/4" & 1/16" DRILL BIT



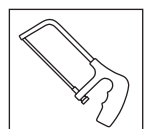
MEASUREMENT TAPE



PHILIPS SCREW
DRIVER



7/16" WRENCH X 2



HACKSAW

ESTIMATED TIME OF INSTALLATION: 15 - 30 MINUTES

PLEASE VERIFY THAT YOUR CHAIR MEETS ALL THE REQUIREMENTS AS STATED IN THE PACKAGING ('CAN THE ROYAL EZ BE ATTACHED TO MY CHAIR') BEFORE STARTING.

CARE SHOULD ALWAYS BE TAKEN WHEN USING POWER TOOLS AND SHOULD ONLY BE HANDLED BY EXPERIENCED USERS. PLEASE REMEMBER TO ALWAYS WEAR SAFETY GLASSES.

STEP 1

ROYAL EZ ASSEMBLY

Required Items:

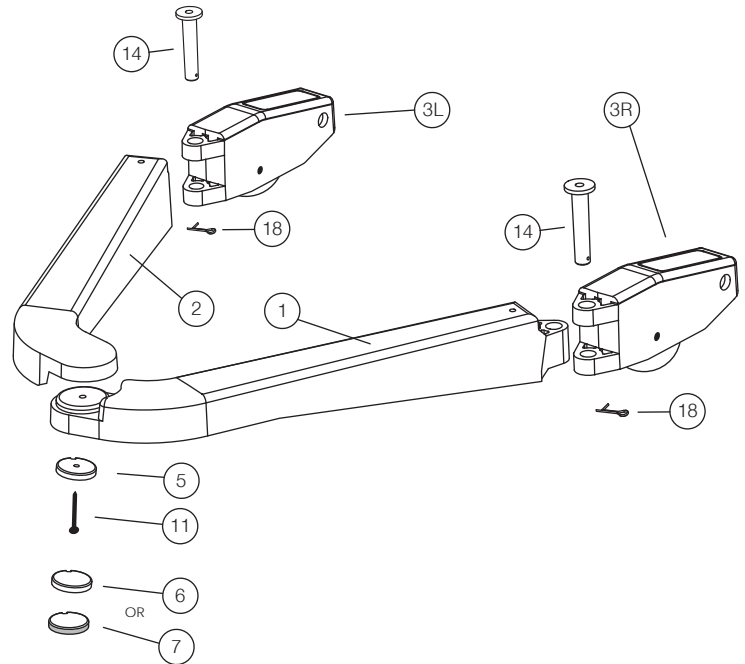
Right Arm (#1)
Left Arm (#2)
Wheel Link Assembly (#3R / #3L)
Quickclick Holder 40mm (#5)
1" Flat Head Screw (#11)
Hinge Pins (#14) **X2**
Cotter Pins (#18) **X2**
Quickclick 40mm White Glide (#6)
Quickclick 40mm Felt Glide (#7)

- Attach the Right Arm (#1) the Left Arm (#2) and the Quickclick Base 40mm (#5) together using the 1" Flat Head Screw (#11).

- Attach the Wheel Link Assembly (#3R / #3L) to the Arms (#1 & #2) using the Hinge Pins (#14). Secure in place with the Cotter Pin (#18). Please ensure that the button head bolts are towards the outside of the frame.

- **Insert Glides:** For hard floor surfaces insert Quickclick 40mm Felt Glide (#7).

- For carpeted floor surfaces insert Quickclick 40mm White Glide (#6).



STEP 2

INSTALL FRONT LEG STOPPER GLIDES

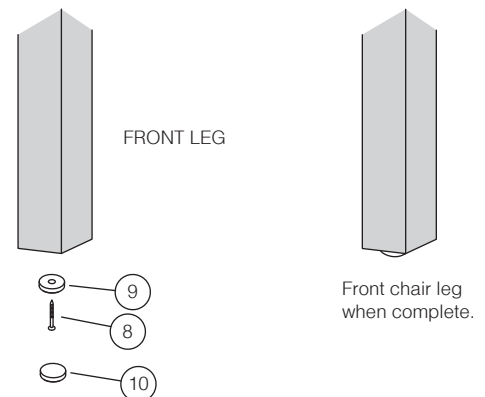
Required Items:

3/4" Flat Head Wood Screw (#8) **X2**
Quickclick Base -Front Glide (#9) **X2**
Quickclick 30mm Stopper Glide (#10) **X2**

- Remove existing glide from the front leg of the chair. Drill a small pilot hole, up from the bottom of the chair, into the center of the chair leg using the 1/16" drill bit.

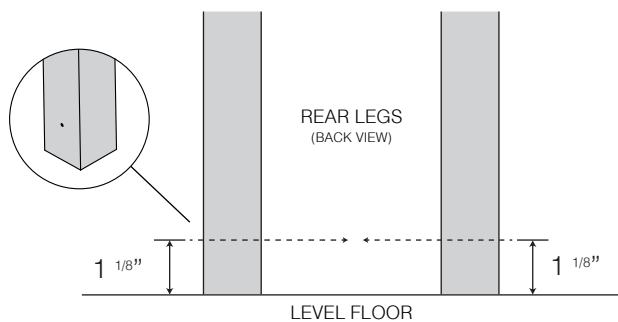
- Secure the Quickclick Base (#9) properly ensuring that the head of the 3/4" Flat Head Screw (#8) is fully depressed.

- Do the same to both front legs. Insert the Quickclick Stopper Glide (#10).

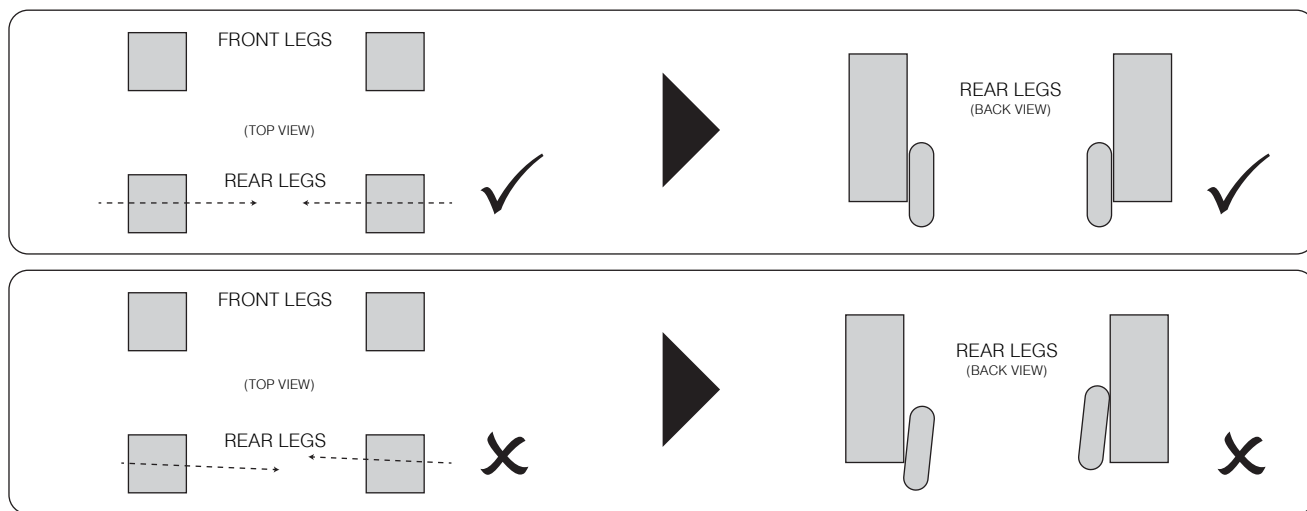


NOTE: Failure to insert the stopper glide will cause potential damage to the floor.

STEP 3 REAR WHEEL DRILLING INSTRUCTIONS



- Remove existing rear leg glides.
- Place the chair onto a flat surface. Measure up 1 1/8" from the floor and place a mark on the inside of each rear leg. This marks the center of the hole to which the rear wheels will be attached.
- Drill a hole through each rear chair leg, using the 1/4" drill bit. Make sure that the holes are drilled at 90 degrees to the positioning of the chair and inline with the hole on the opposite leg.



STEP 4 REAR WHEEL ASSEMBLY - PART 2

Required Items:

3" Wheels (#4) **X2**

Bolt Wheel Assembly - Rear Wheel (#15) **X2**

- Insert the Bolt through the hole in the leg. Thread the Jam Nut (Inner) completely & tighten securely - use the Allen Key (#12) to secure the Bolt while tightening the Jam Nut (Inner) with a wrench.

- Place the remainder of the hardware components onto the Bolt in the order as shown (Pausing at the Lock Nut stage). Use the Allen Key (#12) to secure the Bolt while tightening the Lock Nut with a wrench.

NOTE: The rear wheel requires tension in order for the chair to perform as designed. The rear wheel shall "TURN" when pressure is applied (It should NOT spin). Adjust as necessary.

- Once the appropriate tension has been set with the Lock Nut - thread the Jam Nut (Outer) onto the Bolt and secure it up against the Lock Nut tightly. To do this, hold the Lock Nut in place (Do not re-tighten Lock Nut) with one wrench and tighten the Jam Nut (Outer) using the second wrench (See Diagram A).

- Use a hacksaw to cut off excess Bolt. Attach plastic cap.

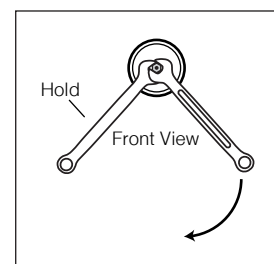
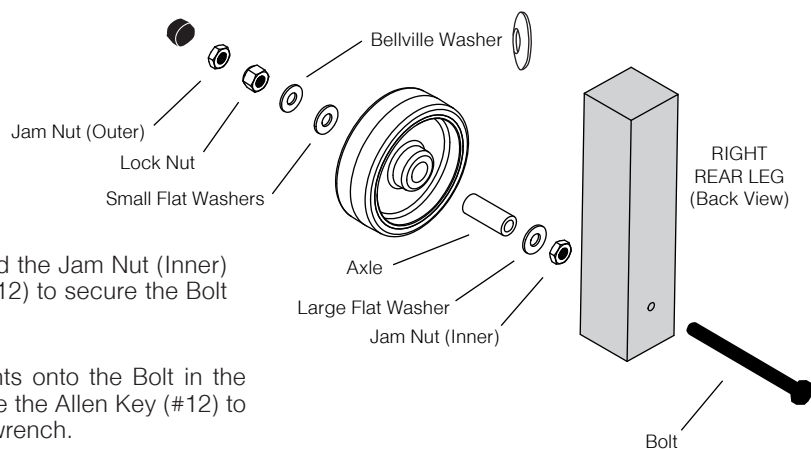


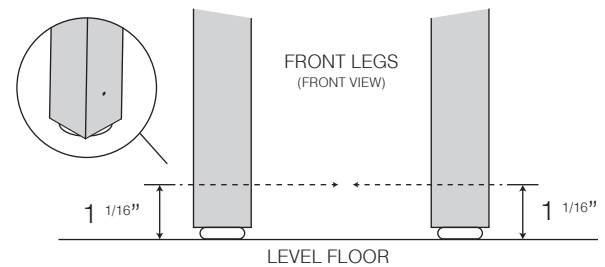
Diagram A

STEP 5 FRONT LEG DRILLING INSTRUCTIONS

- **STEP 2 MUST** have been completed prior to drilling the front legs.

● Place the chair onto a flat surface. Measure up 1 1/16" up from the floor and place a mark on the inside of each front leg. This marks the center of the hole to which the arm assembly will be attached.

● Verify measurements. Drill a hole through each front chair leg. Using the 1/4" drill bit, make sure that the holes are drilled at 90 degrees to the positioning of the chair and inline with the hole on the opposite leg.



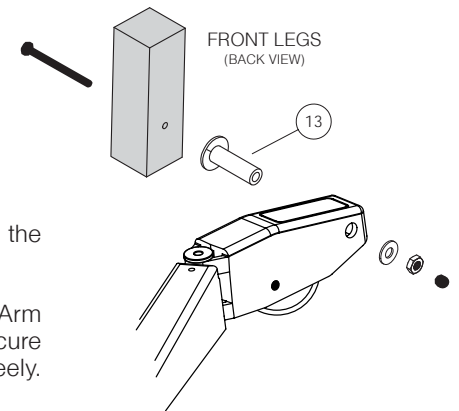
STEP 6 ATTACH ARM ASSEMBLY TO FRONT LEGS

Required Items:

Pivot Stand Off (#13) **X2**
Bolt Assembly - Front Leg (#16) **X2**

● Place the preassembled arms between the legs of the chair in a manner similar to the finished application.

● Insert the Pivot Stand Off Pin (#13) into the Wheel Link Assembly. Secure Arm Assembly using the Bolt Assembly - Front Legs (#16). Use the Allen Key (#12) to secure the Bolt while tightening the Lock Nut with a wrench - the arm assembly will rotate freely. Repeat to the opposite leg.



STEP 7 ATTACH THE ELASTIC CORDS

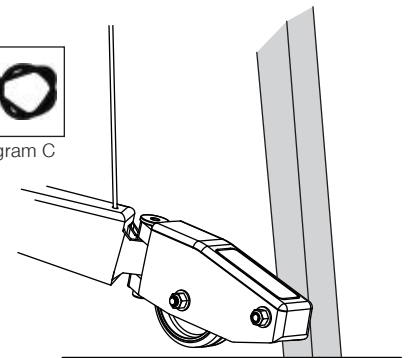
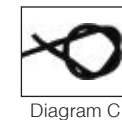
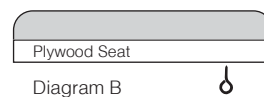
Required Items:

Elastic Cords (#20) **X2**
3/16" Eye ID Wood Eyescrew (#21) **X2**

● With the chair placed onto a flat surface, lift the Arm Assembly and place the front wheels onto a 3/16" spacer. Raise the Elastic Cord (#20) vertically...and locate a point underneath the seat of the chair to which an eye hook can be secured (See Diagram B).

● Mark the location. Drill a small pilot hole into the chair seat. Insert the 3/16" Eye ID Wood Eyescrew (#21), ensuring that it is fully threaded into the seat of the chair.

● Place one end of the Elastic Cord (#20) through the 3/16" Wood Eyescrew (#21). Place the other end through the hole in the molded arm assembly. Secure by placing a double knot at each end of the Elastic Cord (#20) - See Diagram C. Adjust the position of the knot to ensure that tension on both cords is even. Remove the spacer...the wheels should remain suspended approximately 1/4" from the floor.



NOTE: The purpose for the Elastic Cords is to keep the front wheels of the ROYAL EZ suspended above the floor. The front wheels only come in contact with the floor when a caregiver steps onto the rear pedal.

STEP 8 LEVELING ADJUSTMENTS (IF NECESSARY)

Required Items:

Additional Leveling / Mounting Parts (#19)

● If the chair rocks on an even floor, it usually means that the rear wheels were not aligned correctly. To adjust, please follow these steps:

● Place chair onto a table. Both rear wheels must be in contact with the table. Check to see which front leg is slightly lifted from the table. To correct, remove the Quickclick Glide (#10), Wood Screw (#8), and Quickclick base (#9) from the leg which is NOT in contact with the table. Insert the flat washer between the Quickclick Base (#9) and the leg of the chair. Reattach the entire assembly.

● If rocking continues, repeat adding additional washers.

