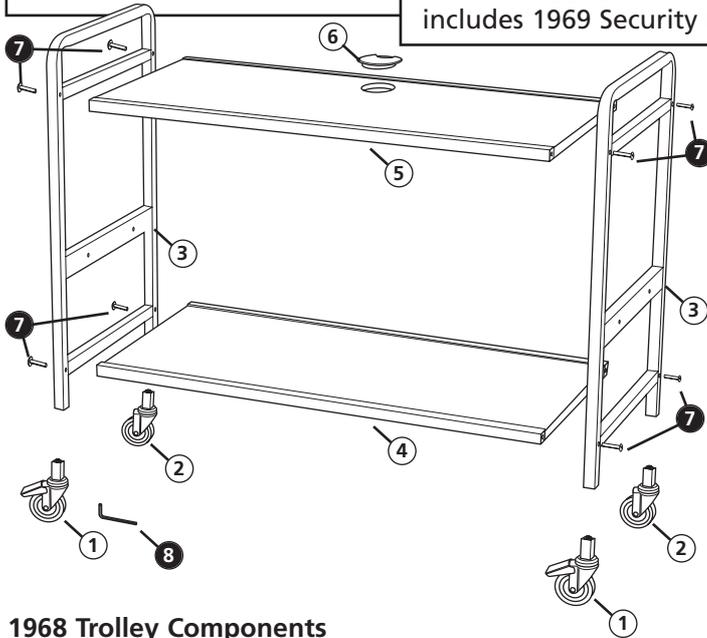


1968 Equipment Trolley Assembly

Coomber

includes 1969 Security Cabinet fitting instruction



1968 Trolley Components

Part No.	Description	Quantity
1	castor, front, with brakes	2
2	castor, rear	2
3	frame end	2
4	shelf, lower	1
5	shelf, upper, with hole for cables	1
6	plastic disk, cable tidy	1
7	bolt	8
8	allen key, castor attachment	1

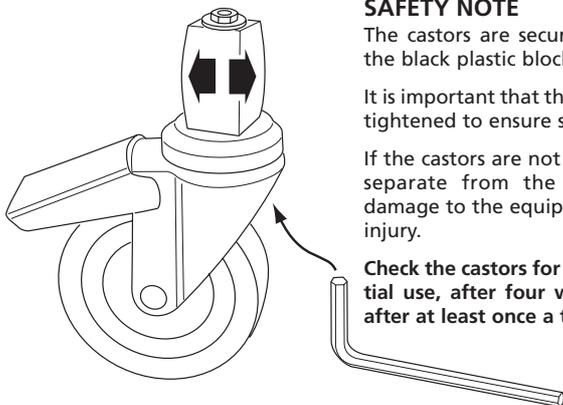
Assembly Tips

- We recommend that two people assemble the trolley.
- Assemble trolley on a soft surface (such as the carpet or the cardboard packing) to protect paintwork from damage.
- Four tick boxes like this are provided for safety. **To ensure that the trolley has been safely assembled, tick each box when the task has been completed.**

1968 Trolley Assembly

- Fit castors (1 & 2) to frame ends (3). Use allen key (8) to tighten bolt located under each wheel. Continue turning the allen key until it can turn no longer.

1 of 4 (tick when completed)



SAFETY NOTE

The castors are secured by squeezing the black plastic block outwards.

It is important that the castors are fully tightened to ensure secure fitment.

If the castors are not secure, they may separate from the trolley, causing damage to the equipment or personal injury.

Check the castors for security after initial use, after four weeks and thereafter at least once a term for safety.

- Fit frame ends (3) to lower shelf (4) loosely using the bolts (8) provided. **Ensure that the brake castors (1) face the front.**
- Fit the upper shelf (5) with hole towards the rear.
- Tighten all eight bolts (7).

2 of 4 (tick when completed)

- Check security of the four castors before standing trolley upright.

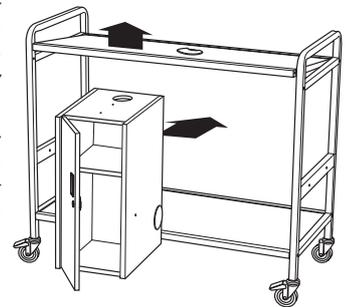
3 of 4 (tick when completed)

1969 Security Cabinet (Optional)

- With the help of an assistant loosen two bolts (7) from the rear of the upper shelf (5), and remove the front two.
- Lift the shelf upwards and push the cabinet into position.

Note: The underside of the upper shelf includes fixing inserts for the security cabinet. These line up with two holes in the top of the security cabinet.

By poking a small screwdriver upwards through the holes in the security cabinet, you will find it easier to align the cabinet with the fixings in the upper shelf!



- Refit the two bolts into the upper shelf.
- Secure the cabinet to the upper shelf using the screws provided with the cabinet.
- Tighten the bolts securing the upper shelf.

4 of 4 (tick when completed)

Castor Brakes

The castor brakes are foot operated. **Push down** to lock the trolley in position, **click up** to release the brakes.

Always engage both castor brakes for safety!

Fitting loudspeakers

The Coomber 415 extension speakers or 2186 booster speakers include fixing holes and screws for attachment to the frame ends of the 1968 trolley.

If the 1969 optional security cabinet is fitted, the speakers can be secured instead to the cabinet, offering additional security.

Ongoing Safety maintenance

We would recommend all bolts and castors are checked for tightness after four weeks of use.

They should also be checked every term/annually dependent on your school's health and safety policy.

PLEASE PAY PARTICULAR ATTENTION TO THE SECURITY OF THE TROLLEY WHEELS.

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We reserve the right to make changes deemed necessary without prior notification.

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