

## **MANUAL**

assemble and attach furniture wheels

neita

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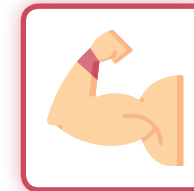
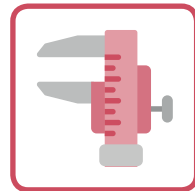
# Supplies

## Useful tools to use

03

### A good preparation

It may be helpful to have the following tools on hand for removing and installing your furniture wheels:



A little strength ;-)



Always mount the furniture wheels perpendicular to the surface.



# Step 1

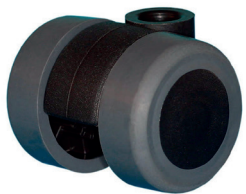
## select new furniture wheels

04

### Determine furniture wheels

When picking out your furniture wheels, consider:

- ✓ Material: with most furniture wheels, the wheel is made of plastic or rubber
- ✓ Surface: You can choose furniture casters that are suitable for hard or soft surfaces
- ✓ Load capacity: take into account the load capacity of the wheels
- ✓ Connection size: most of the furniture wheels have a connection size of 8mm or 10mm



*↪ a small selection from our range*

## Step 2

### remove old furniture wheels

05

### Remove furniture wheels

Furniture wheels are always attached to a pin. Is this pin firmly in place? Often it is possible to remove the pin with some physical effort.



**Pin connection:** Remove the wheel and the pin connection.



**Stud with screw thread:** Unscrew and remove the bolt.



**Pin with plate:** Remove the screws from the mounting plate.



Use a cloth to protect your furniture and see if you can create a comfortable working height.

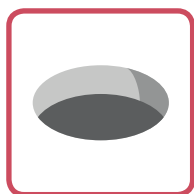
# Step 3

## determine the sleeve and fastening

06

### Different situations

Now that you have removed the furniture wheel, look at the situation. You may encounter these situations:



**Leg with hole:**  
Proceed to step step 3<sup>a</sup>



**Leg with pin:**  
Proceed to step step 3<sup>b</sup>



**Foot met stift:**  
Proceed to step step 3<sup>c</sup>



**Leg with plate:**  
Proceed to step step 3<sup>d</sup>

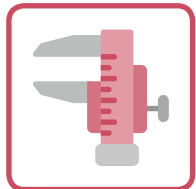
## Step 3<sup>a</sup> leg with hole

07

### Determine the sleeve

If there is a hole where the wheel should be, then you will need a sleeve to fix the wheel. Determine the sleeve:

- ✓ What is the connection size of your wheel?
- ✓ Is the hole round or square and what are the dimensions of this?



Always measure the connection size of your wheel and the dimensions of the hole with a caliper to an accuracy of 0.5mm.

With these two steps, you'll know the dimensions of the sleeve you're going to use.

When you have chosen a sleeve, you can move on to [step 3<sup>c</sup>](#)

# Step 3<sup>b</sup>

## leg with sleeve

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### Reusing the sleeve

Check whether the sleeve has a threaded fitting.



**Yes:** determine the size and choose a pin with a threaded connection.  
Proceed to step 3<sup>c</sup>



**No:** choose a pin without a threaded connection with the correct dimensions.  
Proceed to step 3<sup>c</sup>

If you want to select a new sleeve go to step 3<sup>a</sup>



# Step 3<sup>c</sup>

## leg with pin

09

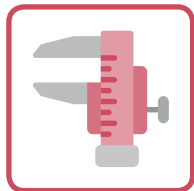
### Reusing the pin connection

You can reuse a pin connection if it:

- ✓ Has the correct connection size
- ✓ Has a clamping ring
- ✓ Is in good condition



If your pin is not equipped with a clamping ring, choose a new pin connection.



Always measure the connection size of your wheel and the dimensions of the hole with a caliper to an accuracy of 0.5mm.

If you can reuse the pin connection you can proceed to step 4<sup>a</sup>

## Step 3<sup>c</sup>

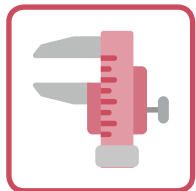
### leg with pin

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### New pin connection

Determine pin connection:

- ✓ Use a caliper to measure the hole in your sleeve / furniture
- ✓ See what connection size your selected wheel has.  
This is often 8mm or 10mm.



Always measure the dimensions of the hole with a caliper with an accuracy of 0.5mm.

With these two steps you will know the dimensions of the pin you are going to use.  
You can now move on to [step 4<sup>a</sup>](#)

## Step 3<sup>d</sup> leg with plate

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### Reusing a mounting plate

You can reuse a mounting plate when it:

- ✓ Has the correct connection size
- ✓ Has a clamping ring
- ✓ Is in good condition



If your mounting plate by the pin is not equipped with a clamping ring, choose a new mounting plate.

### New mounting plate

Determine mounting plate:

- ✓ Look at the top plate dimension and check if it would fit on the leg.
- ✓ See what connection size your selected wheel has. This is often 8mm or 10mm.

You have now selected a mounting plate and a new furniture wheel.

You can now go to [step 4<sup>b</sup>](#)

# Step 4

## assembling furniture wheels

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### Assembling mounting materials

Now you have all the mounting materials you need to mount your furniture wheels. We will first assemble the mounting materials such as a sleeve, pin connection or mounting plate.



Sleeve and pin connection:  
Continue with step 4<sup>a</sup>



Leg with mounting plate:  
Continue with step 4<sup>b</sup>



Always mount the furniture wheels  
perpendicular to the surface.



## Step 4<sup>a</sup>

### furniture wheel with sleeve and connection

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#### Assembling the sleeve

Insert the sleeve by hand into the hole of the chair or furniture leg. Press the sleeve into the hole as far as possible by hand. If necessary, use a light hammer to fit the sleeve all the way into the hole. If the sleeve has holes, you need to fix it with nails.

#### Mounting the connection

First of all, insert the pin connection into the connection of the furniture wheel. Apply a little force to ensure that the pin is properly secured into the furniture wheel.

Now mount the pin with the furniture wheel in the sleeve. If you are using a pin connection, you can place the pin in the sleeve and press firmly. If you have a threaded fitting, twist the fitting into the sleeve until it is firmly in place.



#### Hurray!

You've assembled your furniture wheels with sleeve and connection yourself.

## Step 4<sup>b</sup>

### furniture wheel with mounting plate

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#### **Assembling the mounting plate and furniture wheel**

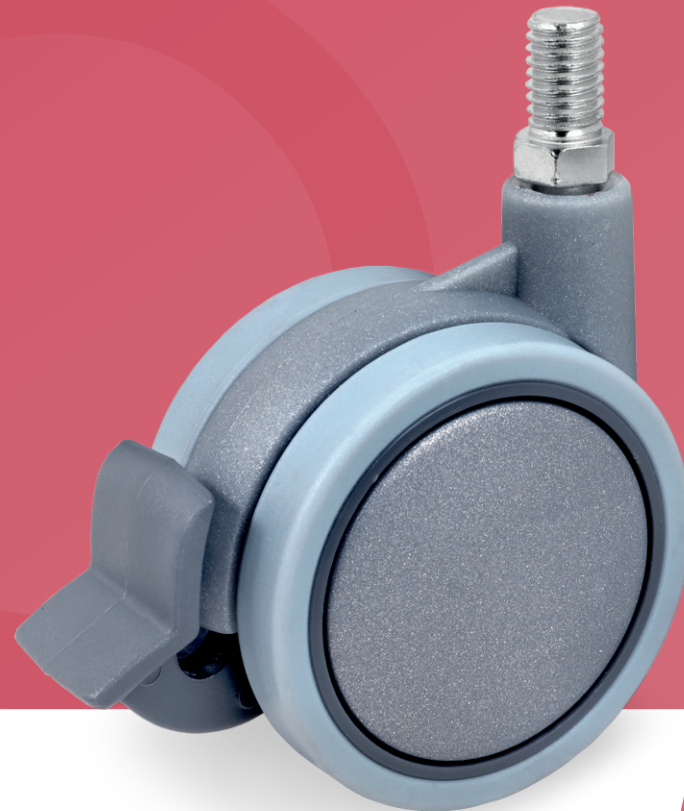
Place the mounting plate against the leg of your chair or furniture and fasten it with four screws. Now press the furniture wheel onto the mounting plate firmly.

Make sure that the pin is stuck in the connection of the furniture wheel.



#### **Congratulations!**

You have assembled your furniture wheels with mounting plate yourself.



**HAVE FUN!**  
with your new furniture wheels

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