

# SUMMIT LIFTS, INC.

## *QMF Field Bulletin* *Changing Unit Hand in Field – (Pre-August 2003 lifts)*

Following is a step by step set of directions for changing the track from a left hand unit to a right hand unit. Call me at 816-694-2066 if you have any questions.

### **Instructions for changing a LH unit to a RH unit (or vice-versa)**

1. Move the top switch cam down the track about 6"
2. Run the unit up until it hits the top cam
3. Unplug the lift from the 110 outlet
4. Remove the seat assembly and set it aside
5. Take the plastic chain / wire assy out of the track and loop it over the unit
6. Loosen the upper set of splice bars from the lower section of track
7. Disassemble the track brackets from the side of the upper section of track
8. Disconnect the call wires from the header
9. Remove the call extension wire from the back of the track
10. Remove the unit and top 2' section of track – set it aside
11. Disassemble the remaining track brackets
12. Remove your bottom end cap from the track
13. Carefully tap out the lead anchors using a slotted screwdriver and hammer
14. Flip the bottom section of track around end for end (either 1 or 2 pieces)
15. Reinstall the lead anchors into the new bottom end of the track
16. Reinstall the bottom end cap on the end of the track
17. Remove the call plug-in plate and reinstall it near the bottom of the track
18. Remove the bottom cam and install it back into its proper position
19. Reinstall the bottom section of track and track brackets on the other side of the stairs per the instructions
20. Take the header cover off the top 2' section of track
21. Remove the splice bars from the top 2' section of track
22. Disconnect the black, white, and green wires from the receptacle
23. Pop the receptacle and the two call/send plugs out of the header
24. Remove the cover plate from the other side of header
25. Reinstall header cover plate over hole left when receptacle was removed
26. Snap receptacle and call/send wires into opposite side of header
27. Reconnect the black, white, and green wires to the receptacle
28. Place 2' section of track and unit on large piece of cardboard – big enough that you can roll the lift out of the track onto the cardboard
29. Take some cable off the drum by turning the v-belt counterclockwise – KEEP TENSION ON THE CABLE
30. Once the header is clear of the track, push the unit out track out the lower side of the 2' section of track KEEP TENSION ON THE CABLE

31. Remove the upper cam from the 2' section of track and remount it 6" from the other end of the track on the opposite slot
32. Flip the top 2' section end for end and roll the lift back into the track until it comes to rest against the upper cam. KEEP TENSION ON THE CABLE
33. Turn the v-belt clockwise until the steel cable winds up enough to pull the header into its correct location. The cable should now be tight and the header should be on the other end of the track
34. Slide the header cover back over the header and attach it
35. Remove the magazine rack, the panel behind the magazine rack, and the panel under the magazine rack
36. Unwire the footrest (2 – 2 prong plugs – note the color connections)
37. Remove the footrest (2 large allen screws)
38. Put the footrest on the opposite side of the lift and secure it.
39. Rewire the footrest, **plugging the red and blue wires to the opposite colors they were plugged into before**
40. Wire tie the wires in place.
41. Slide the 2' section of track and unit down into the existing track.
42. Complete the installation per the installation instructions sent with the unit.

TEST THE FOOTREST TO MAKE SURE IT CUTS POWER OFF IN THE CORRECT DIRECTIONS BEFORE ALLOWING THE LIFT TO BE USED.

Mike Vogt  
Summit Lifts, Inc.  
February 2003  
Updated June 24, 2003