

# Memo

**TO :** Motion Composites Customers

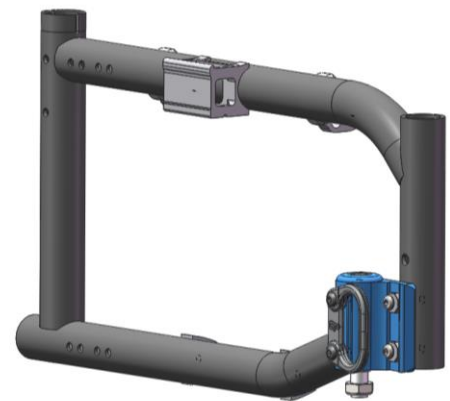
**FROM :** William Neale

**DATE :** March 12<sup>th</sup> 2019

**SUBJECT :** Instructions – Adjusting the Caster Housing

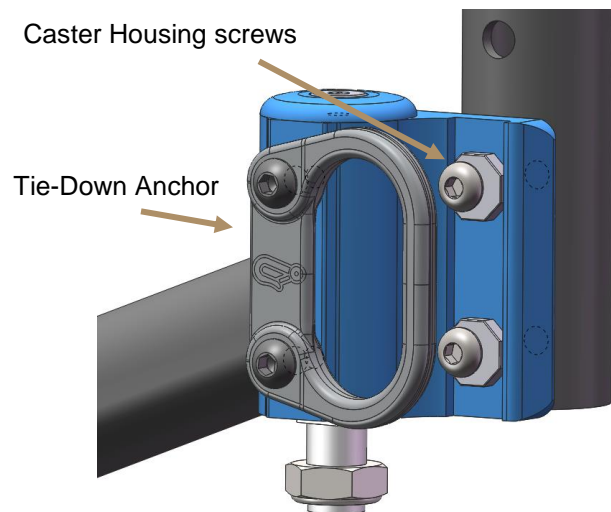
Dear Motion Composites clients,

This is a friendly reminder on how to properly adjust the Caster Housing on the A6, Move (all regions) and Chronos, Platine and Cobalt (Quebec only) models to minimize the chance of stripping the screw heads and being unable to further adjust the chair as a result.



## Instructions:

Before loosening the Caster Housing screws, be sure to remove the Tie-Down Anchor so the Allen key has direct access. Use a 4mm Allen key and ensure a perfect fit before loosening the screws.



Thank you for your understanding.

William Neale

Marketing