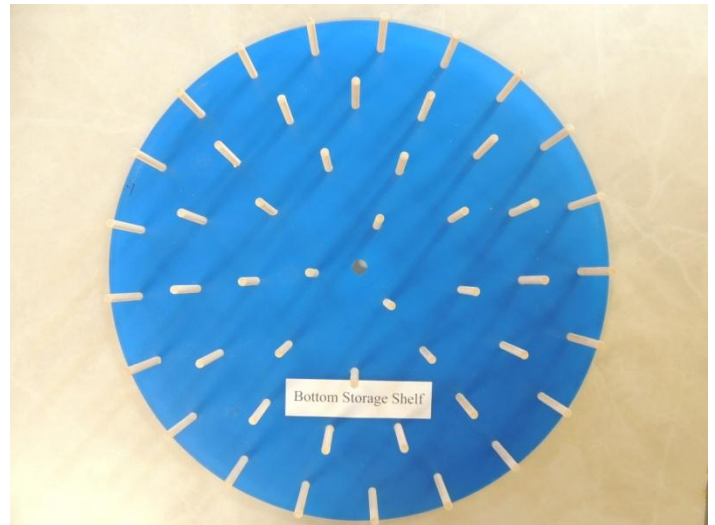


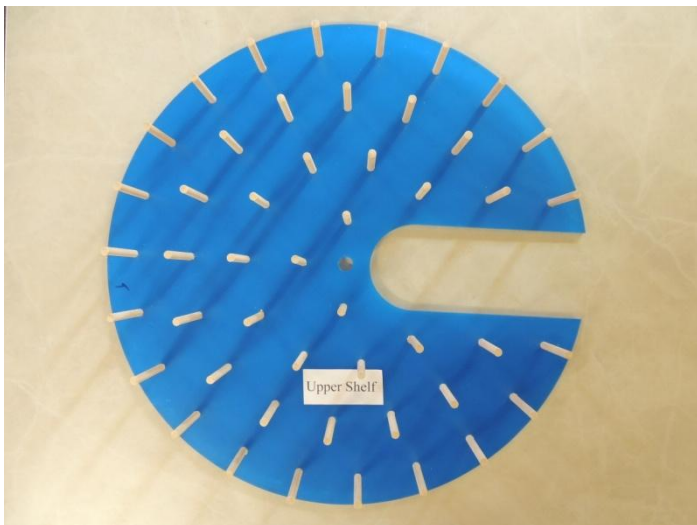
## List of Parts: Acrylic



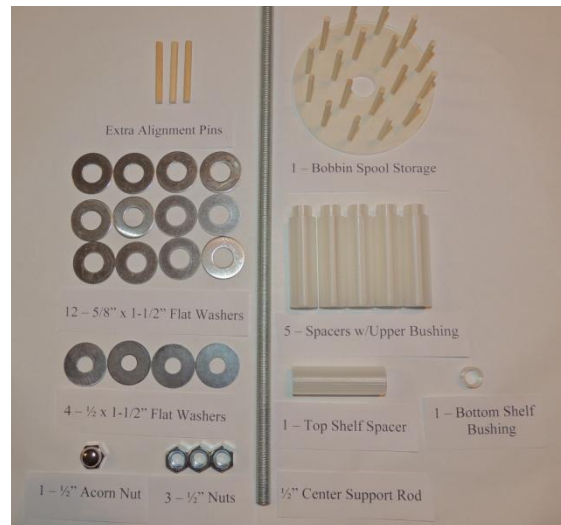
**BASE**



**BOTTOM STORAGE SHELF**



**UPPER SHELF w/ ACCESS SLOT**



**HARDWARE**



**Optional Mobile Base w/ 2" Wheels**

## List of Materials:

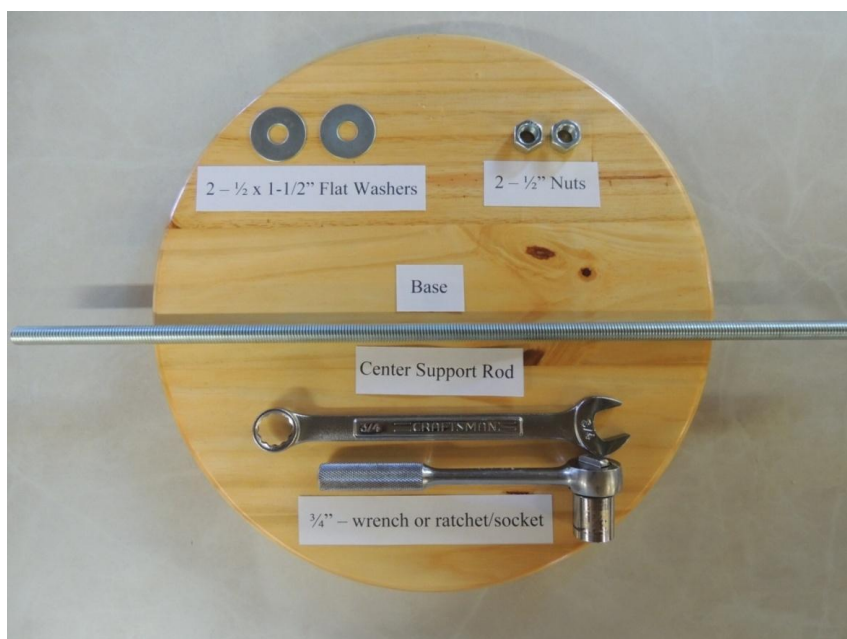
**\*\* The shelves now have a paper protective coating on the underside instead of the blue plastic. It is best to start along one edge and then simply continue to roll the protective coating up until it is all removed. There is also a protective paper barrier placed over the alignment pins for shipping that can be removed. \*\***

4 – 1/2" x 1-1/2" Flat Washer  
12 – 5/8" x 1-1/2" Flat Washer  
3 – 1/2" Nuts  
1 – 1/2" Acorn Nut  
6 – Spacers  
1 – Bottom Bushing  
1 – Bobbin Storage Shelf  
1 – 1/2" Center Support Rod  
3 – 1/4" x 2-1/4" Dowel Alignment Pins (spares)  
3 – 2" Wheels (Optional if purchased)

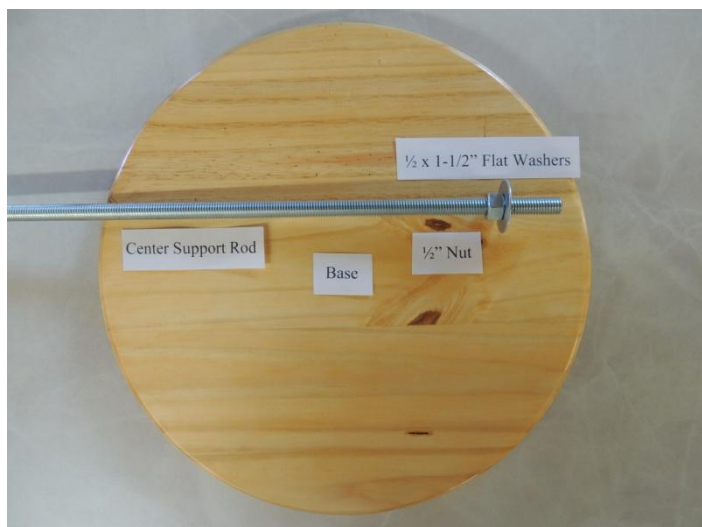
## ASSEMBLY:

Tools Needed: 3/4" Wrench & Socket

- Locate Base, Center rod, 2 - flat washers, and 2 - nuts.



Thread one of the 1/2" nuts approximately 1-1/2" up on either end of the threaded Center Support Rod, followed by one flat washer as pictured below.



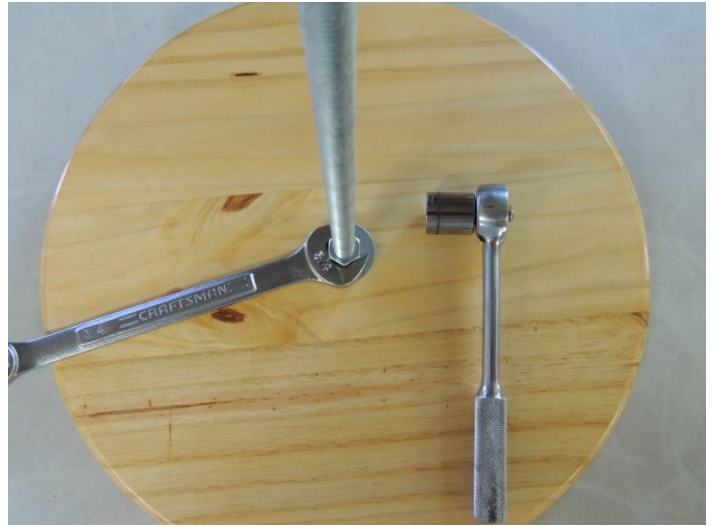
Insert the rod assembly with the nut and flat washer into the center hole from the topside of the base. (The top of the base does not have the countersunk drilled hole). Standing the base up on the edge slide the other flat washer over the center support that is protruding from the bottom, and thread the other 1/2" nut on the shaft.

This photo shows the order of hardware without the base. The left side of the photo would be the top of the base, with the one of the 1/2" nuts, and one of the washers. The right side of the photo would be the underside of the base, with the washer that would fit snugly in the countersunk hole, followed by the 1/2" nut, that when tightened is flush with the end of the rod, and the bottom of the base.





Using a 3/4" wrench and socket, tighten the nut to secure the center rod to the base.

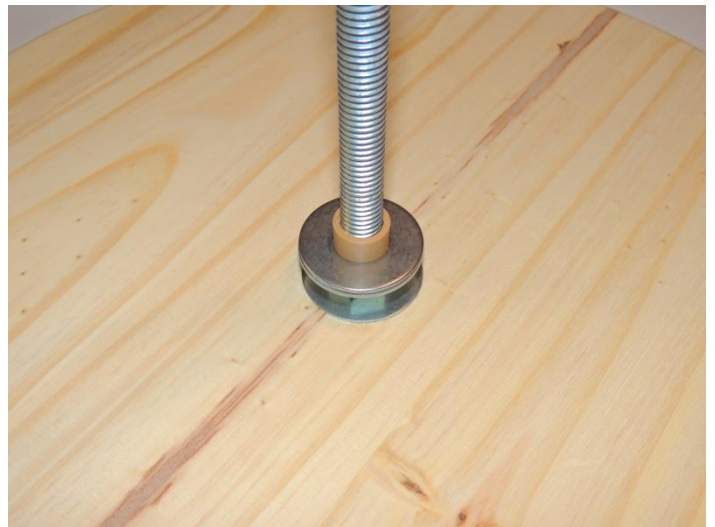
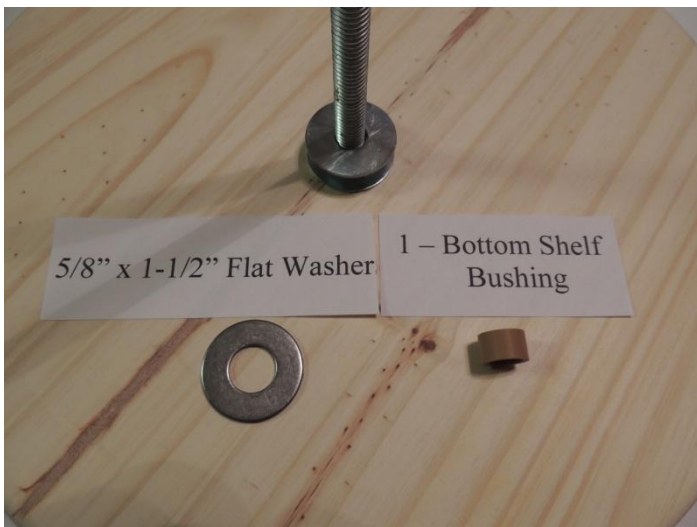


## Assembly of the Carousel Shelves

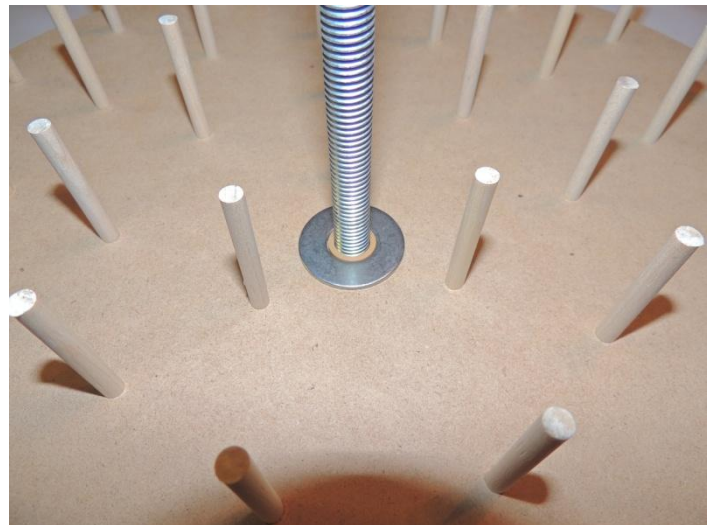
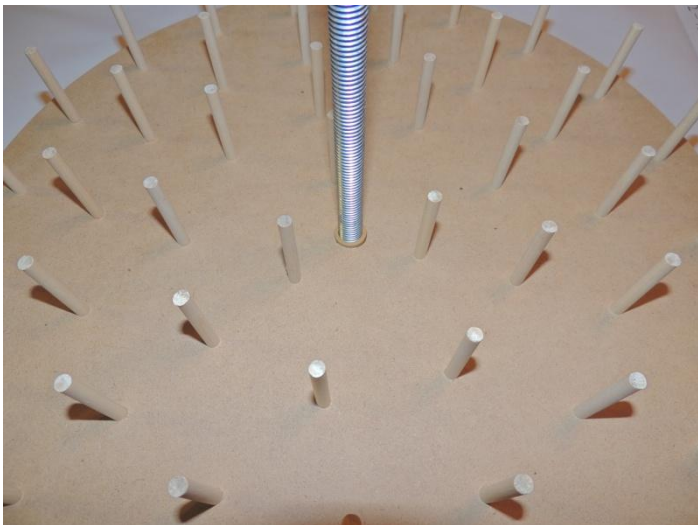
Drop one washer (1/2" x 1-1/2") over the center support so it slides down and rests on the top of the nut from the base.



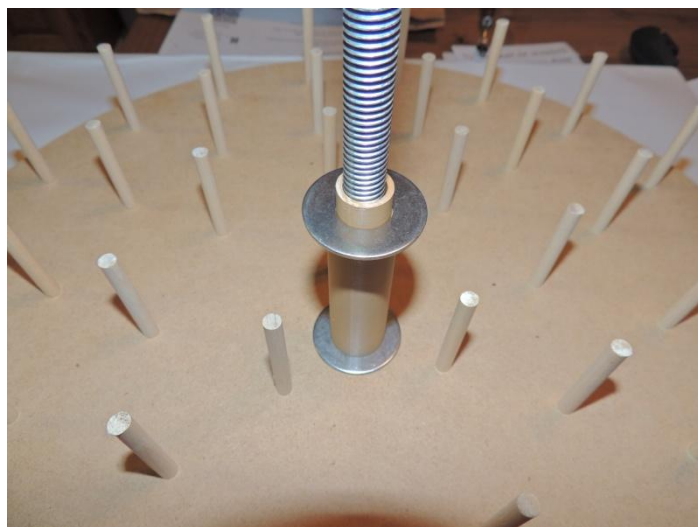
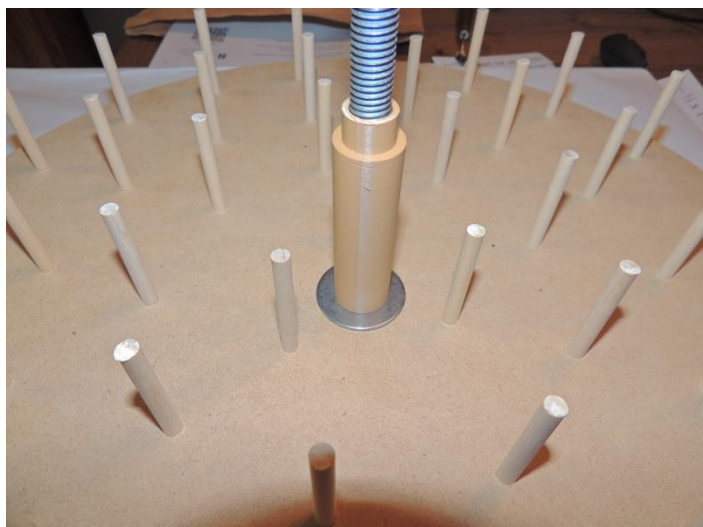
Once the  $\frac{1}{2}$ " washer is placed on top of the nut, then you will need a  $\frac{5}{8}$ " washer and the bottom bushing. Drop a  $\frac{5}{8}$  washer down on the center rod so it rests on top of the previously place  $\frac{1}{2}$  washer. Then you slide the bottom bushing down so it drops within the  $\frac{5}{8}$ " washer.



Now that the  $\frac{5}{8}$ " washer and bushing are in place, lower the bottom shelf and place over the bushing and resting on  $\frac{5}{8}$ " washer. The bushing should now protrude through the hole on the shelf. With the bottom shelf in place, slide another  $\frac{5}{8}$ " washer down to go over the bushing and rest on top of the shelf. There will still be a slight amount of the bushing that protrudes above the 2<sup>nd</sup> washer, which is by design – as this allows slight gap when placing the spacer, which allows the shelf to spin once assembled.



Now it's time to add the 1<sup>st</sup> spacer. The 5 lower spacers all have the "top hat" on top. Slide a spacer down to rest on top of the assembled bottom shelf. Once the spacer is in place, slide another 5/8" washer down so it rests on the top of the spacer. Slide one of the slotted shelves down over the "top hat" until rests on the previously placed 5/8" washer.

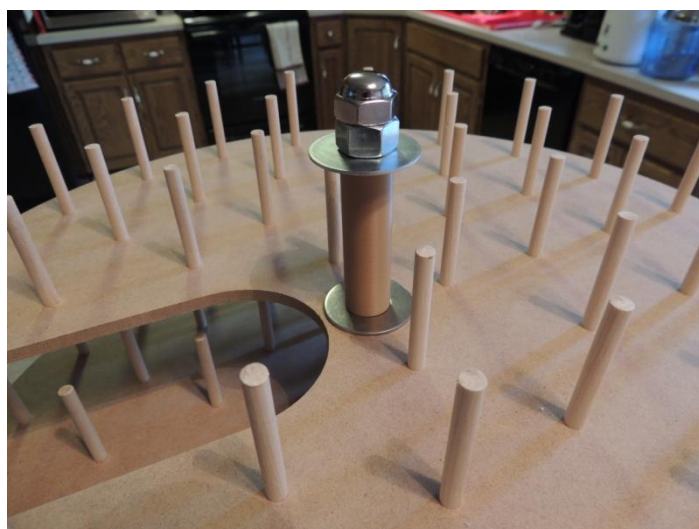
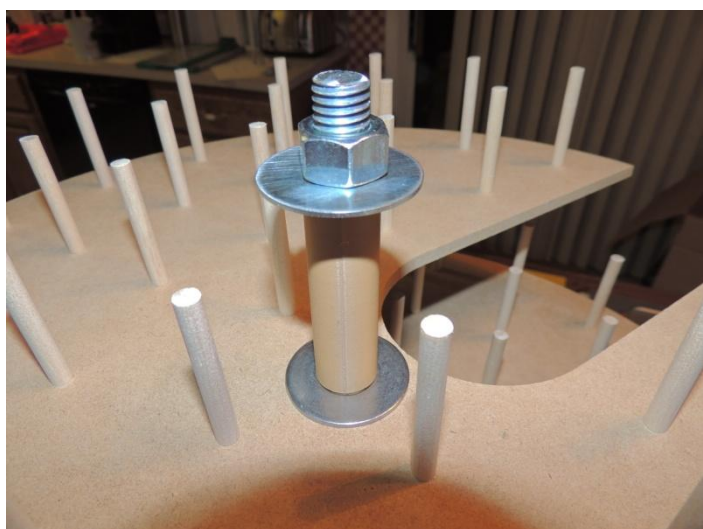
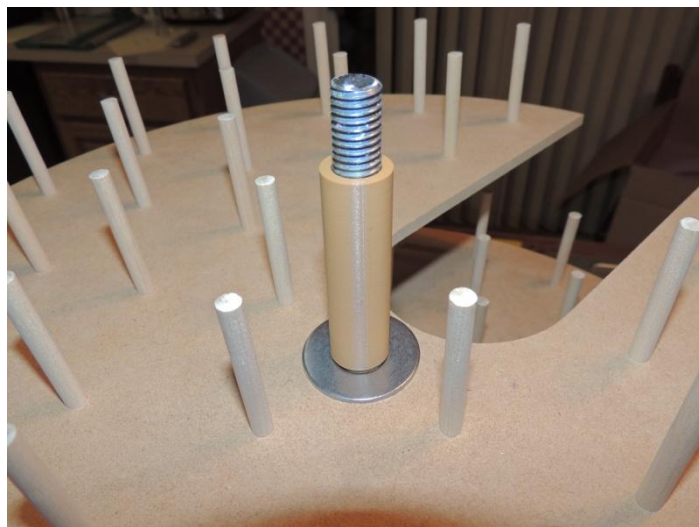


Continue this pattern until all 5 slotted shelves are in place.



Now that all the shelves are in place, it is time to complete the assembly.

Place the last 5/8" washer over the center rod and on top of the top shelf. Add the top spacer, followed by the final 1/2" washer. Screw the remaining 1/2" nut on the center rod and hand tighten (you can use a 3/4" wrench/socket to snug into place. The last step is to add the acorn nut on top. Using a wrench on the previously place 1/2" nut, tighten the acorn against the 1/2" nut.



The bobbin storage shelf simply sets down over the acorn and upper nut, resting on the top washer. It can be removed for easy access and kept near your sewing machine for easy retrieval of your bobbins.

**\*\* Please note that due to the tolerances in thicknesses of the 5/8" washers from the manufacturer, there may be an occasion when a shelf does not spin freely. This may occur because the 2 washers used with particular shelf both may be at the plus (+) side of the tolerance and are at the thickest. This can often be solved by exchanging one of these washers for another at a different location. \*\***

This completes the assembly, and now you can start storing your spools.

THANK YOU!