



# Summit Lifts, Inc.

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*“TAKING YOU TO NEW HEIGHTS”*

## *QMS Field Service Bulletin*

### **Switching Seat Control From One Side to the Other Side of the Chair**

**Time: 15 – 30 minutes**

**Tools Needed: 1/8” punch, hammer, flat bladed screwdriver, Philips screwdriver**

**Parts Needed: (2) 1/8” dia x 1” long roll pins**

- Remove the seat from the motor portion of the stairway lift by removing the (4) ¼-20 philips head screws holding it in place. Two of these screws cannot be reached without swiveling the seat.
- Set the seat on a table or the floor so the back of the backrest is facing down.
- Remove the two pieces of arm upholstery from the lift by sliding a long, flat bladed screwdriver under the arm pads and lifting up. The upholstery should pop off.
- Pry the rocker switch out of the arm with the flat bladed screwdriver. This switch is a tight press fit and just pushes in the arm.
- Once the switch is removed, take the 3 wires off the switch and route them to the other arm.
  - TIP: Wrap the ends of the wire with black electrical tape shaped in a point to make the wires easier to route. You can also run a wire or string in reverse and pull the wires through after tying them to the wire or string.
- Remove the black plastic cap from the front of the opposite arm. Put it aside to use later.
- It will be necessary to drive (2) 1/8” dia x 1” lg. roll pins into the existing holes in the front of the opposite arm. These are used to hold the rocker switch in place. (Use a flashlight to look inside the original arm where the control was located to get a better indication of what is required.)
- Drive the old roll pins out of the original arm in which the switch was located with the 1/8” punch.
- Put the plastic cap in the original arm in which the switch was located.
- Put the wires back on the switch. Yellow goes on the middle terminal. The red wire and blue wire go to the outside terminals. Push the switch into the arm tightly in-between the two roll pins. The red wire always faces the uphill side.

**Please call our Service Department toll free at 866-378-6648 with any questions.**