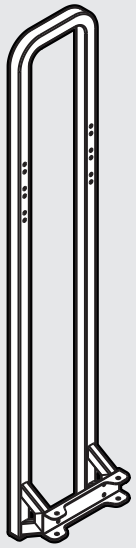
National Public Seating

ASSEMBLY INSTRUCTIONS
DY-MPD | MULTI-PURPOSE DOLLY

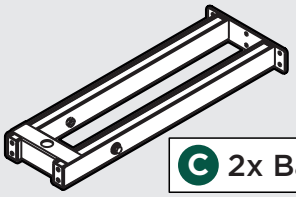
DOLLY COMPONENTS



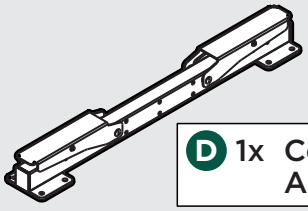
A 2x Handle



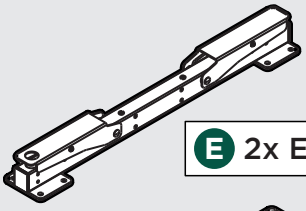
B 2x Support Post



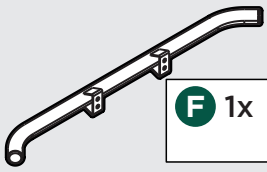
C 2x Base Frame



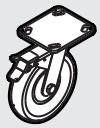
D 1x Center Axle



E 2x End Axle



F 1x Push Handle



G 2x Swivel/ Locking Caster

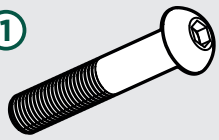


H 2x Swivel Caster

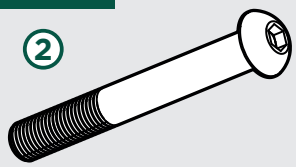


I 2x Fixed Caster

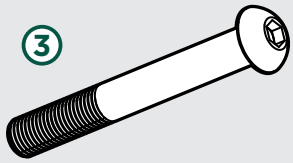
INCLUDED HARDWARE



① 4x M8X45 Bolt



② 20x M8X55 Bolt



③ 4x M8X65 Bolt



④ 24x M10X25 Bolt



⑤ 6x M8 Lock Nut



⑥ 24x M10 Lock Nut



⑦ 4x M8 Washer



⑧ 24x M10 Washer

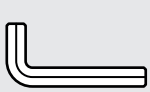


⑨ 40x Hole Plug



⑩ 4x M6X20 Bolt

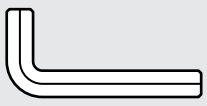
INCLUDED TOOLS



M6 Allen Key



M8 Allen Key



M10 Allen Key

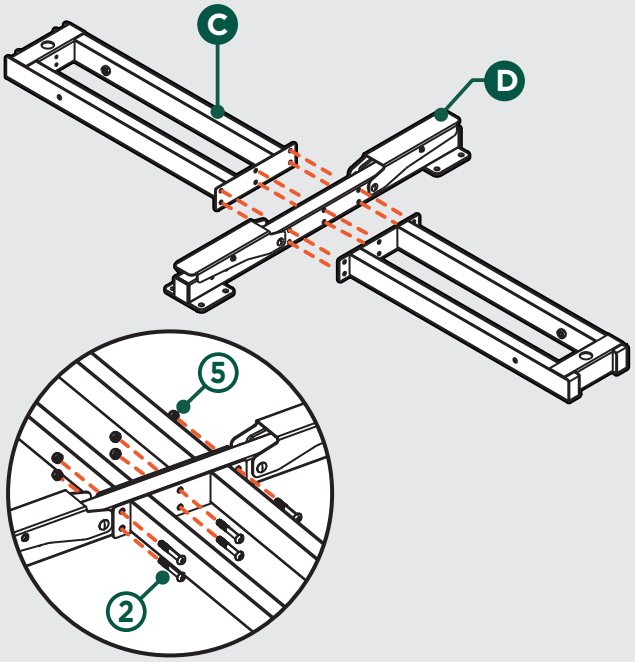
TOOLS FOR ASSEMBLY



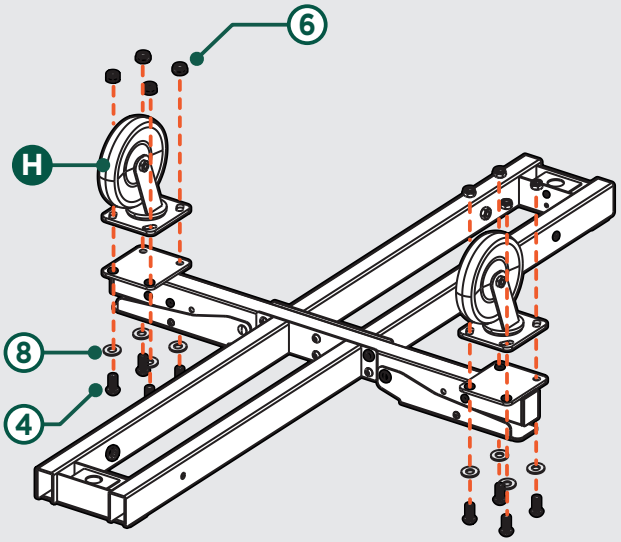
Adjustable Wrench

Note: *Please read all instructions thoroughly before starting assembly. Ensure assembly takes place on a flat, clean surface for optimal results and safety.*

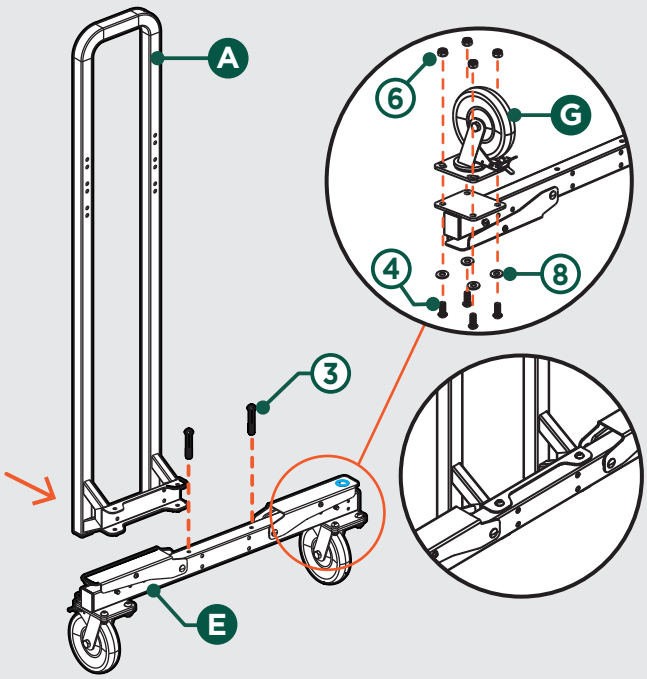
1 Install the Base Frames (C) to the Center Axle (D) by aligning the Holes. Secure them using six Bolts (2) and six Lock Nuts (5).



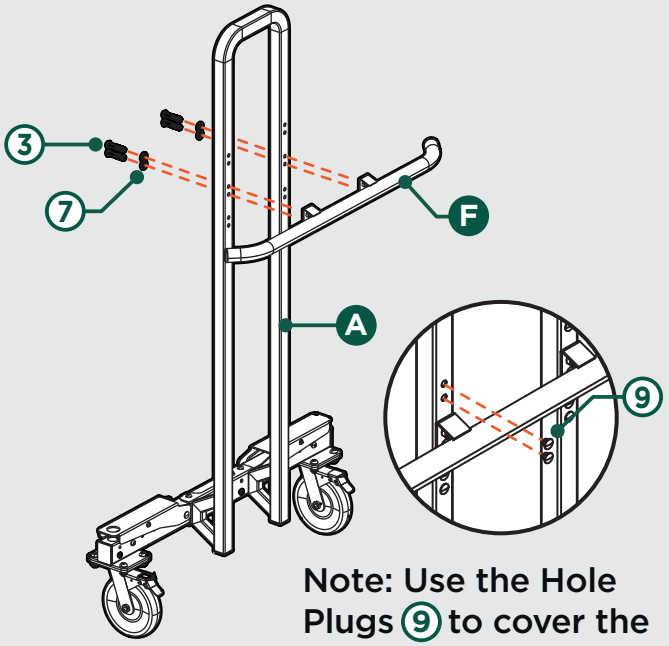
2 Turn the unit upside down. Install two Swivel Casters (H) using four Bolts (4), four Washers (8), and four Lock Nuts (6) for each Caster as shown.



3 Install the two Swivel/Locking Casters (G) to one of the End Axle (E) using four Bolts (4), four Washer (8), and four Lock Nuts (6) to secure each caster. Then Install Vertical Handle (A) to the Axle and fasten it with two Bolts (3) as shown.



4 Install the Push Handle (F) at the desired height using four Bolts (3) and four Washers (7) to secure to the vertical Handle (A).

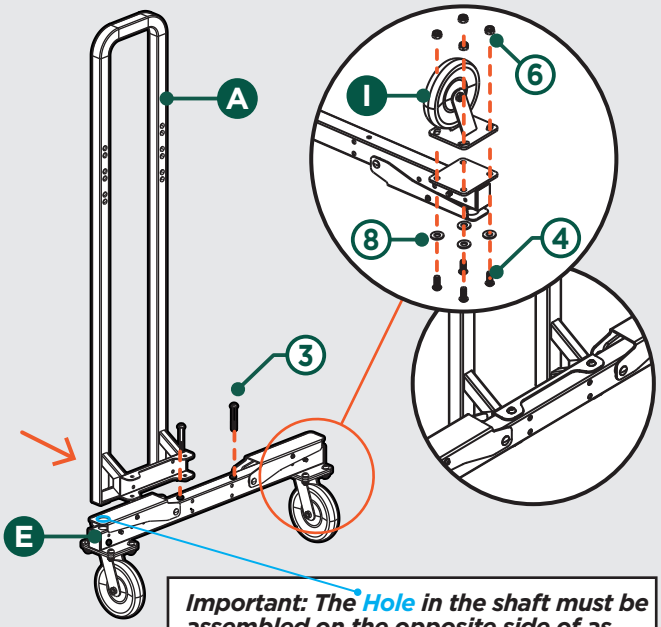


Note: Use the Hole Plugs (9) to cover the the remaining holes.

⚠ **Ensure that the Push Handle is installed on the same End Axle as the two Locking/Swivel Casters.**

5

Repeat Step 3 to assemble the two Fixed Casters (I) and the Second Vertical Handle (A) to the remaining End Axle (E).

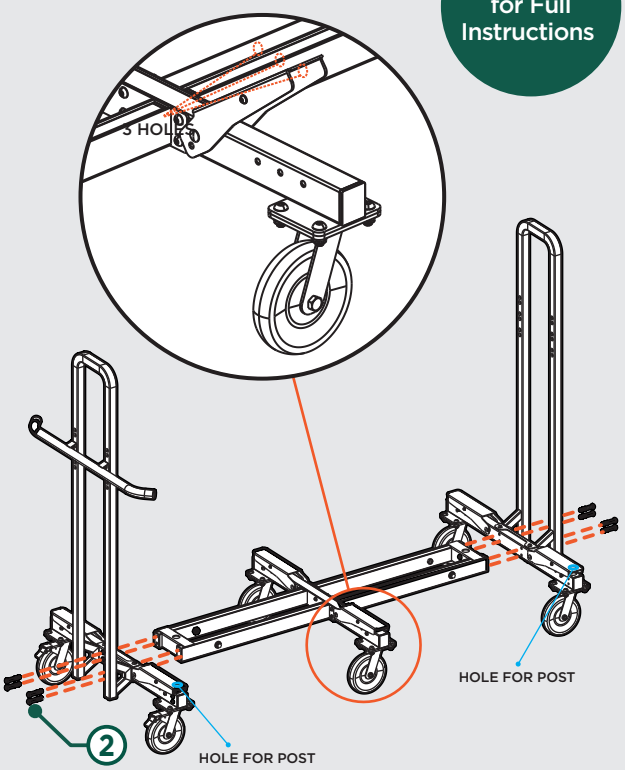


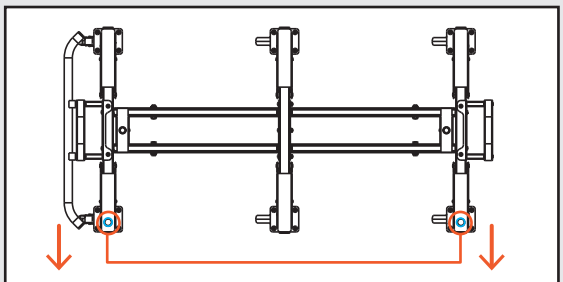
Important: The Hole in the shaft must be assembled on the opposite side of as shown in Step 3

6

Install both End Axles into the Central Base by aligning the holes from each ends as shown in the image. Secure them using four Bolts (2) per side. *Ensure that the Three Holes of the Central Base are on the same side of the dolly as the Holes for Posts.*

See Pg. 4-5 for Full Instructions

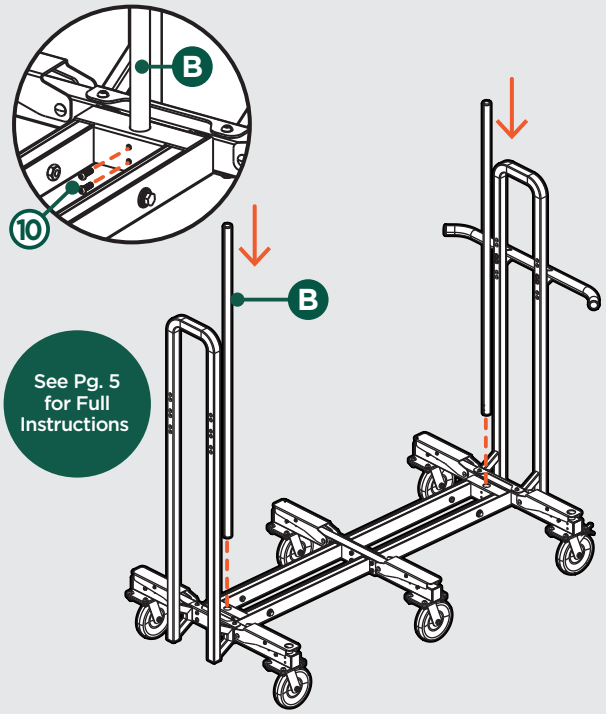




Attention: The Holes in the End Axles should be pointing to the same side.

7

Insert the Support Posts (B) in the desire holes. Secure them using two Bolts (10) per Post.



See Pg. 5 for Full Instructions

⚠ Double check all bolts to be tightened securely before use. Check all bolts periodically. Failure to completely tighten the bolts may result in tipping and possible injury!

National Public Seating

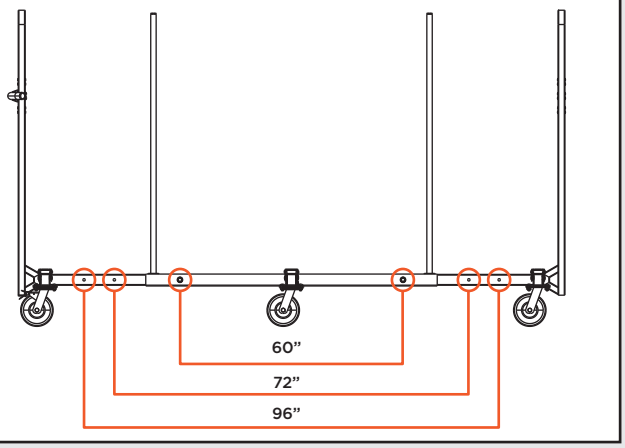
ASSEMBLY INSTRUCTIONS Cont'd

DY-MPD | MULTI-PURPOSE DOLLY

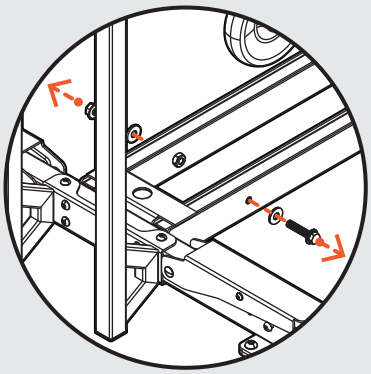
LENGTH ADJUSTMENT

Unfasten both Bolts on one side of the dolly, then slide the inner tube of the base frame to the desired hole, align the holes and fasten the bolts securely to lock the dolly in place. Repeat to adjust the other side of the dolly.

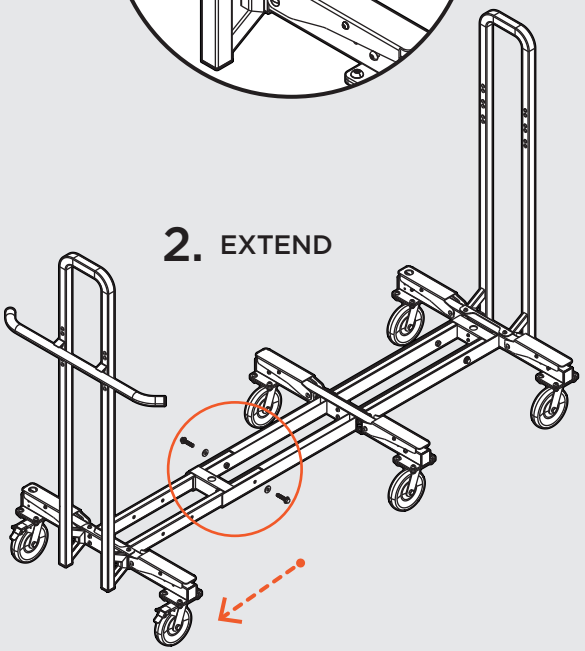
Hole Selection Guide for Length Configuration



1. UNFASTEN

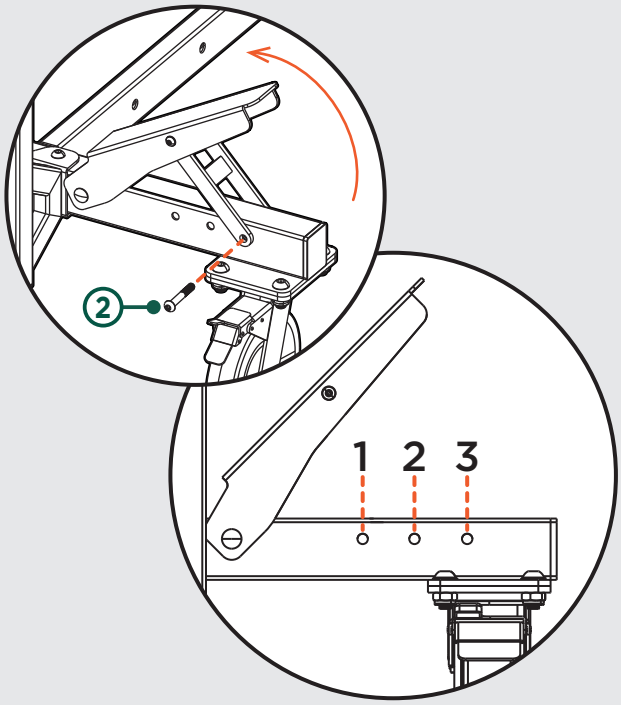


2. EXTEND

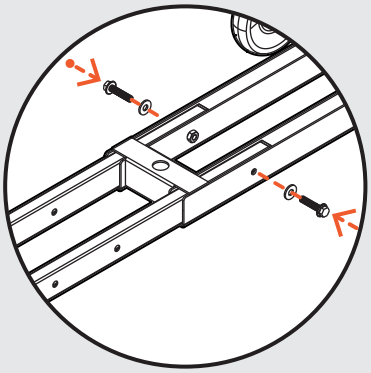


ANGLE SUPPORTS

Lift the top part of the Support Angle to the desired position, then secure it using one Bolt ②

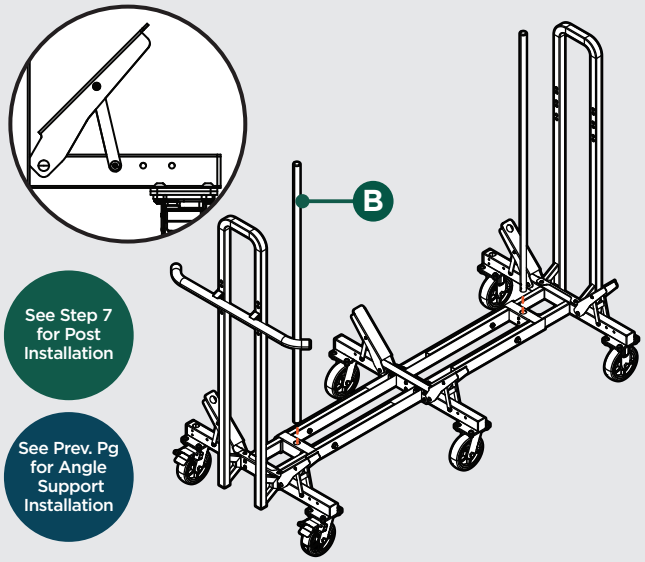


3. FASTEN

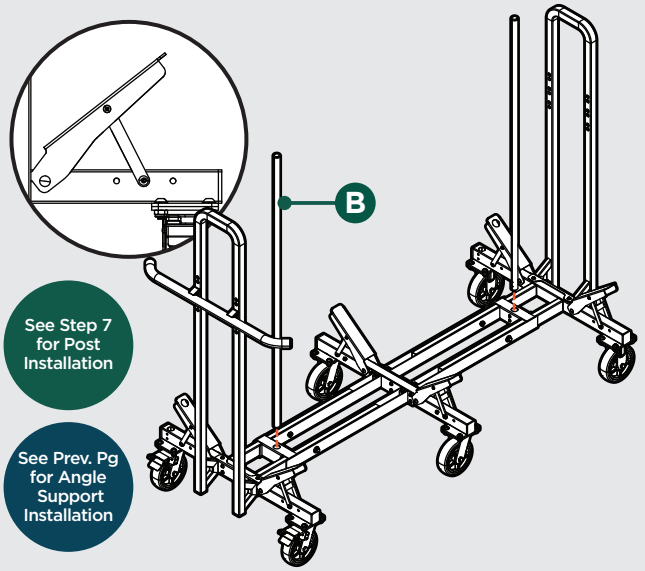


DOLLY CONFIGURATIONS

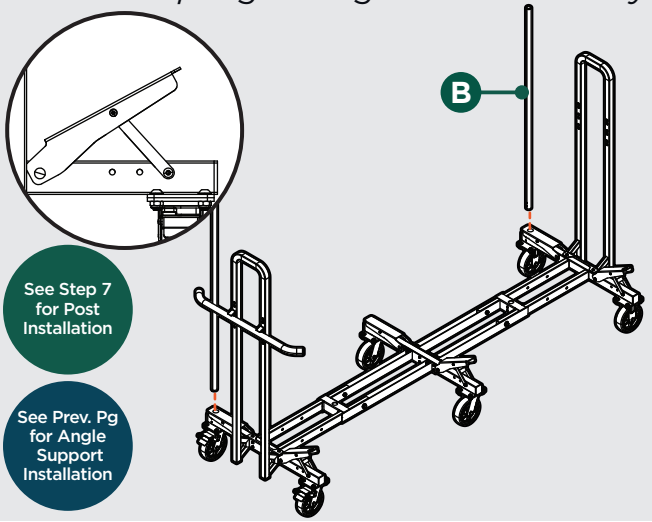
To load 18” wide items, set the dolly's angle supports to hole “1,” and install the support posts (B) in the middle holes of the base frame, securing each post using Bolt (10) x2. *Use this setup to go through a 32” doorway.*



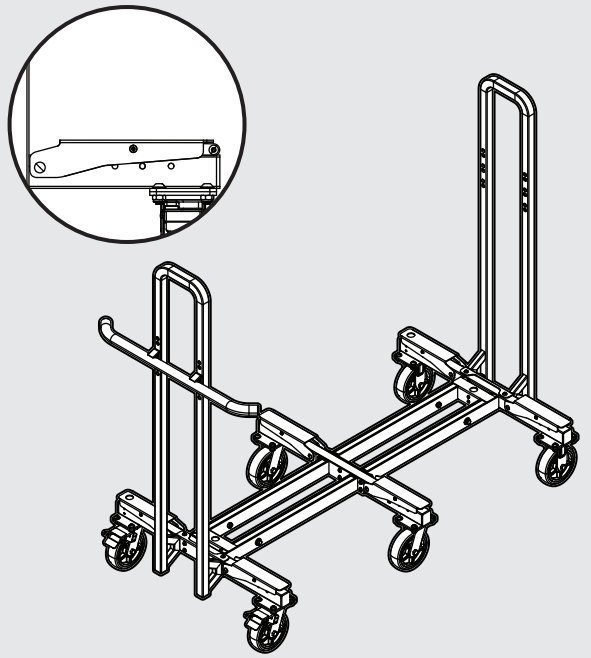
To load 18” wide items, set the dolly's angle supports to hole “2,” and install the support posts (B) in the middle holes of the base frame, securing each post using Bolt (10) x2. *Use this setup to go through a 36” doorway.*



To load items 19” to 30” wide: On the same side of the dolly as the holes in the end axles, set the angle supports to the flat position. On the opposite side of the dolly set the angle supports to hole "3”. Install the support posts (B) in the holes of the end axles and secure each post using Bolt (10) x2 *Use this setup to go through a 32-inch doorway.*



To load items bigger than 30" wide, set the dolly's angle supports to the flat position and remove the support posts.



Congratulations, your Multipurpose Dolly is now assembled and ready to be used!

Double check all bolts to be tightened securely before use. Check all bolts periodically. Failure to completely tighten the bolts may result in tipping and possible injury!

Dear Customer, *Thank you for your purchase. Although extreme care goes into manufacturing & packaging of this product, mistakes are possible. If you encounter any missing parts or difficulty in assembly, please contact our customer service Toll Free at* ***1-800-261-4112*** *or* ***info@nationalpublicseating.com*** *for courteous & immediate resolution to your problem.*