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ASSEMBLY INSTRUCTIONS

for

COVERMATE II GYM FLOOR COVER

HANDLING SYSTEM

(6, 8 & 10 Roller Models)

For Customer Service, call TOLL-FREE 800-387-5808 (8:30AM-5:00PM EST)

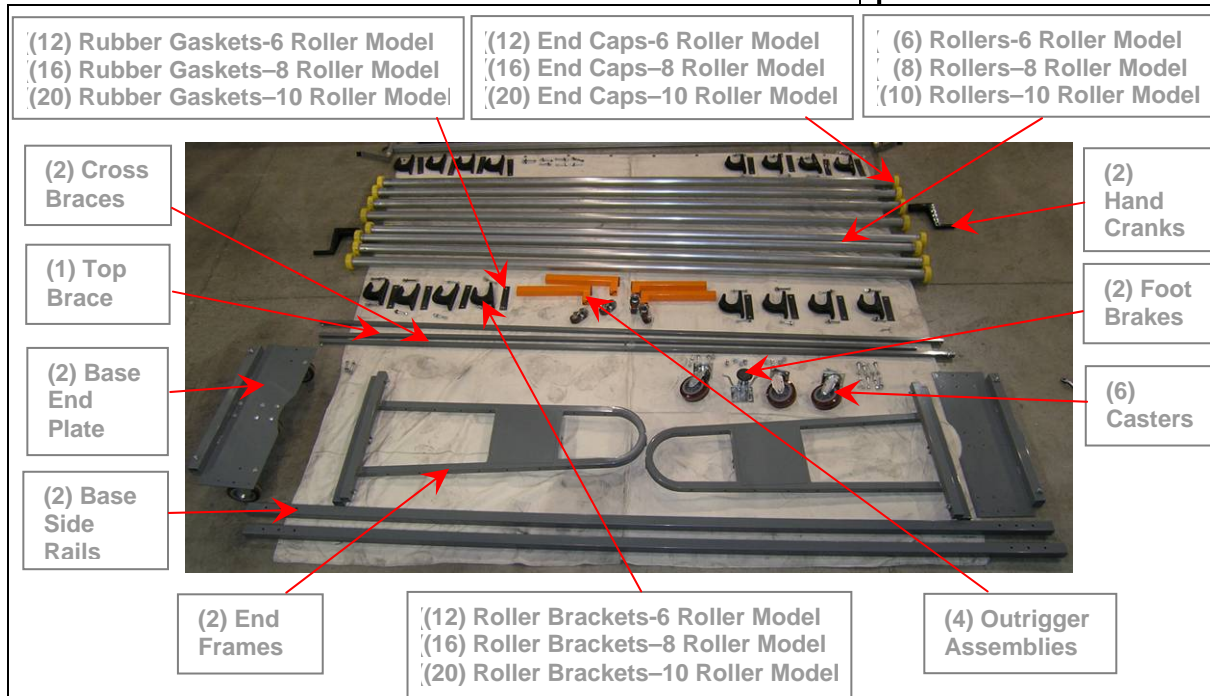


Fig 1: LAYOUT COMPONENTS ON FLOOR SIMILAR TO THE ABOVE ARRANGEMENT.

STEP 1:

- 1.1 **PLEASE READ THE ASSEMBLY INSTRUCTIONS COMPLETELY BEFORE PROCEEDING.**
- 1.2 TWO [2] PERSONS WILL BE REQUIRED TO SAFELY ASSEMBLE THE COVERMATE II RACK.
- 1.3 UNPACK COMPONENTS AND LAYOUT PARTS ON FLOOR IN SIMILAR ARRANGEMENT AS SHOWN IN FIG. 1 BEFORE STARTING ASSEMBLY.
- 1.4 CHECK ITEMS AGAINST THE PACKING LIST INVENTORY TO BE SURE ALL ITEMS ARE INCLUDED IN YOUR ORDER.
- 1.5 THERE ARE 23 STEPS TO ASSEMBLE THE COVERMATE RACK.

HARDWARE LIST



(A) 3/8"Ø x 3"
HEX HEAD BOLT
6 ROLL RACK - 26 PCS.
8 ROLL RACK - 32 PCS.
10 ROLL RACK - 36 PCS.



(B) 3/8"Ø x 1"
HEX HEAD BOLT
20 PCS.



(C) 5/16"Ø x 2 1/2"
HEX HEAD BOLT
1 PCS.



(D) 5/16"Ø x 1 1/2"
HEX HEAD BOLT
6 PCS.



(E) 1/2"Ø x 2 1/2"
CARRIAGE BOLT
2 PCS.
(for optional CoverClean Brush)



(F) 1/2"Ø x 2 1/2"
HEX HEAD BOLT
2 PCS.
(for optional CoverClean Brush)



(G) 3/8"Ø
FLANGED LOCKNUT
6 ROLL RACK - 60 PCS.
8 ROLL RACK - 68 PCS.
10 ROLL RACK - 76 PCS.



(H) 5/16"Ø
LOCKNUT
7 PCS.



(I) 1/2"Ø
FLANGED LOCKNUT
2 PCS.
(for optional CoverClean Brush)



(J) 1/2"Ø
EXTERNAL TOOTH WASHER
2 PCS.
(for optional CoverClean Brush)



(K) 3/8"Ø
FLAT WASHER
6 ROLL RACK - 60 PCS.
8 ROLL RACK - 68 PCS.
10 ROLL RACK - 76 PCS.



(L) 1/2"
RETRACTABLE POSITION LOCK
8 PCS.



(M) 1/4"Ø x 2 1/2"
RETAINING PIN
6 ROLL RACK - 12 PCS.
8 ROLL RACK - 16 PCS.
10 ROLL RACK - 20 PCS.



(N) 1/4"Ø x 3 1/4"
RETAINING PIN
6 ROLL RACK - 12 PCS.
8 ROLL RACK - 16 PCS.
10 ROLL RACK - 20 PCS.



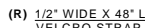
(O) 3/8"Ø x 3"
SAFETY BOLT
6 ROLL RACK - 12 PCS.
8 ROLL RACK - 16 PCS.
10 ROLL RACK - 20 PCS.



(P) 1/2"Ø
ADJUSTMENT HANDLE
2 PCS.
(for optional CoverClean Brush)



(Q) QUICK CLIP
6 ROLL RACK - 24 PCS.
8 ROLL RACK - 32 PCS.
10 ROLL RACK - 40 PCS.



(R) 1/2" WIDE X 48" LG.
VELCRO STRAP
6 ROLL RACK - 6 PCS.
8 ROLL RACK - 8 PCS.
10 ROLL RACK - 10 PCS.

TOOL LIST

1. One (1) only 3/8" Socket Drive
2. One (1) only 1/2" Socket for 3/8" Socket Drive
3. One (1) only 9/16" Socket for 3/8" Socket Drive
4. One (1) only 1/2" Socket Wrench
5. One (1) only 9/16" Socket Wrench
6. One (1) only 10" Adjustable Wrench
7. One (1) only 3/4" Wrench
8. One (1) only Hammer
9. One (1) only Tape Measure



Fig 3.1
Top Side of Base End Plate

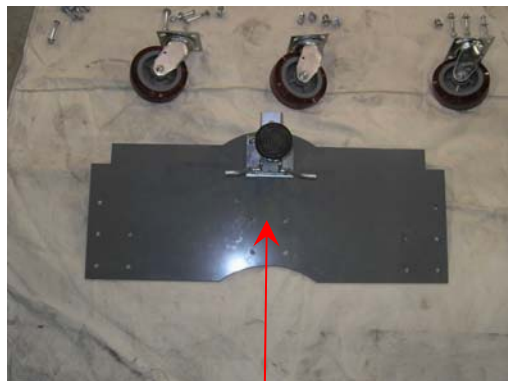


Fig 3.2
Bottom Side of Base End Plate

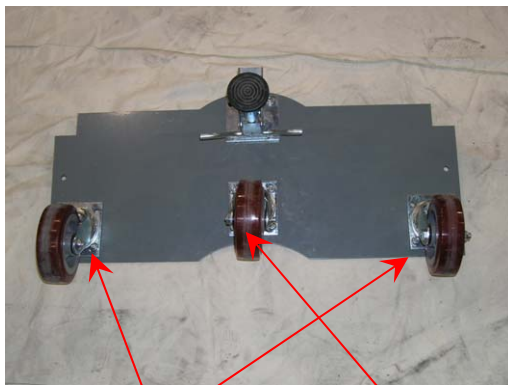


Fig 3.3
Four (4) only 3/8" x 1" bolt (B), 3/8" washer (K) & lock-nut (G).

Four (4) only 3/8" x 1" bolt (B), 3/8" washers (K) & lock-nut (G).

Step # 2 – Base End Plate Sub-Assembly

Locate the following items:

- 2.1 Twenty (20) 3/8" x 1" Bolts (B) with 3/8" lock-nut (G) and 3/8" Flat Washers (K).
- 2.2 Six (6) casters.
- 2.3 Two (2) foot brake mechanisms.
- 2.4 Two (2) base end plates.

Step # 3 – Base End Plate Sub-Assembly

- 3.1 Turn Base End Plate to bottom side and bolt on the Foot Brake using four (4) 3/8" x 1" bolts (B) with c/w lock-nut (G) and 3/8" washers (K) (Fig 3.1 and Fig 3.2). **Bolt head and washer should be on the Top Side of plate.**
- 3.2 Bolt Center caster on the middle section of base (Fig 3.3) with four (4) 3/8" x 1" bolts (B) c/w 3/8" lock-nut (G) and 3/8" washers (K). **Bolt heads should be on the Bottom Side of plate, washers and nuts on the Top Side of plate.**
- 3.3 Bolt Left- side caster on using one (1) 3/8" x 1" bolt (B) / lock-nut (G) and 3/8" washer (K). Bolt Right -side caster on using one (1) 3/8" x 1" bolt (B) c/w lock-nut (G) and 3/8" washer (K). Notice -bolts should be placed in the exact position the arrow heads show in Fig 3.3. **Bolt head should be on the Bottom Side of plate, washer and nut on the Top Side of plate.**
- 3.4 For the opposite base end plate repeat steps 3.1 through 3.3



Fig 4.1 Side Rail Sections

Step # 4 – Base Frame Assembly

Locate the following items:

- 4.1 Two (2) 12'-2 3/4" Square Tube Side Rail sections. **Fig 4.1**
- 4.2 Twelve (12) 3/8" x 3" Bolts (**A**) with 3/8" Locknuts (**G**) and 3/8" Flat Washers (**K**).

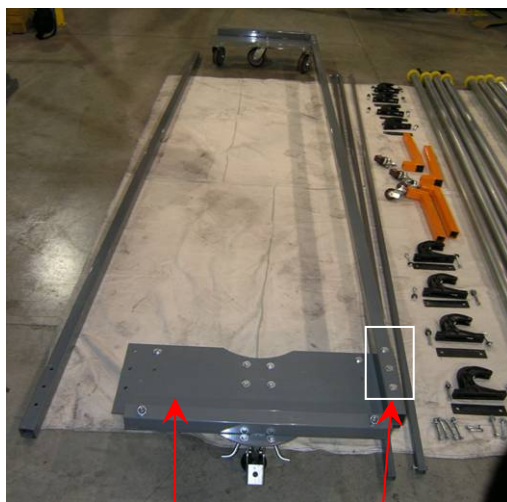


Fig 5.1 Base End Plate Bolt and Washer location on Side Rail

Step # 5 – Base Frame Assembly.

- 5.1 Place one (1)-12'-2 3/4" Square Tube Side Rail on top of Left and Right End Base Plates and align the three bolt holes.
- 5.2 Insert Three (3) -3/8" x 3" bolts (**A**) and 3/8" flat washers (**K**) c/w 3/8" Locknuts (**G**) through the top of the side rails as shown in Fig 5.1 Bolt Heads and Washers should be on the Top Side of side rail.
- 5.3 Repeat steps 5.1 and 5.2 to install second Side Rail on the opposite side.

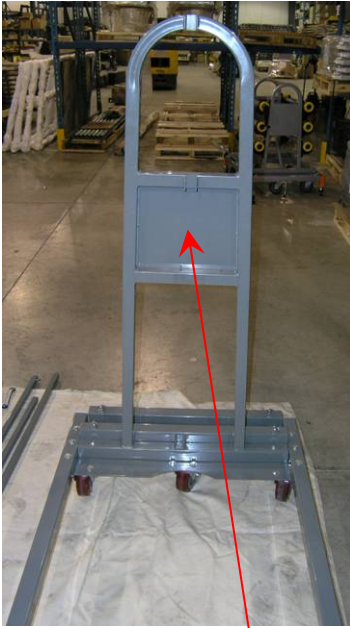


Fig 6.1

End Frame

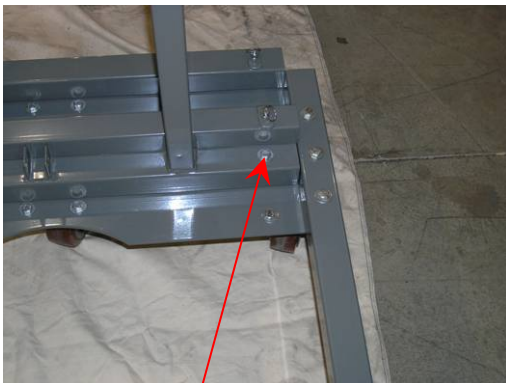


Fig 7.1

Bolt Head and Flat Washer
should be on Top Side

Step 6 – End Frame Assembly.

Locate the following items:

- 6.1 Two (2) End Frame.
- 6.2 Four (4) 3/8" x 3" Bolt (**A**), 3/8" Locknuts (**G**) and 3/8" Washers (**K**).

Step # 7 – End Frame Assembly.

- 7.1 Place one (1) End Frame on top of the base end plate as shown in **Fig 7.1**.
- 7.2 Bolt the side frame to the base plate using two (2) 3/8" x 3" Bolt (**A**) c/w Locknut (**G**) and 3/8" Washers (**K**). **BOLTS TO BE FINGER TIGHT UNTIL THE TOP & CROSS BRACING ARE INSTALLED.** Bolt Head and Flat Washer should be on the top side of plate as shown.
- 7.3 Repeat Step 7.1 & 7.2 to install second End Frame on the opposite side.



Fig 8.1

Top Brace

Step # 8 – Top & Cross Brace Assembly.

Locate the following items:

- 8.1 One (1) 10'-10 3/4" long x 1" Top Brace.
- 8.2 Two (2) 11'-5 1/2" long x 1" Cross Brace marked "A" one end.
- 8.3 Six (6) 5/16" x 1 1/2" bolt (D) with 5/16" nut (H).
- 8.4 One (1) 5/16" x 2 1/2" bolt (C) with 5/16" nut (H).

Position top of Cross Braces here

Top Brace



Fig 9.1 Top and Cross Brace Installation

Step # 9 – Top & Cross Brace Assembly.

- 9.1 Position end as shown in **Fig 9.1** in bracket on End Frame. Insert 5/16" x 1-1/2" bolt (D) through each end bracket and start locknut (H) ... **DO NOT TIGHTEN BOLTS AT THIS POINT. IF CENTER HOLE IN CROSS BRACES DO NOT LINE UP, REVERSE CROSS BRACE POSITION.**
- 9.2 Line up the 10'-10 3/4" long Top Brace with the top brace bracket and insert one (1) 5/16" x 1 1/2" Bolt (D) through each End Frame mounting bracket.
- 9.3 Line up the bolt holes in the middle of both cross braces and insert one 5/16" x 2 1/2" Hex Bolt (C) c/w 5/16" Locknut (H).
- 9.4 **TIGHTEN ALL TOP AND CROSS BRACE BOLTS AND LOCKNUTS AT THIS POINT. ALSO, TIGHTEN SIDE FRAME BOLTS FROM STEP 7.2.**

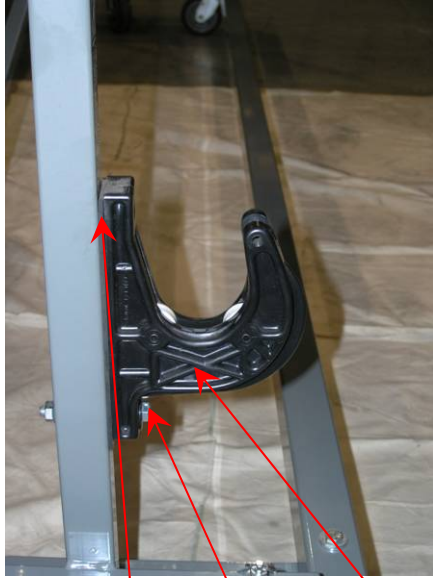


Fig: 11.1

Rubber
Gasket

Bolt and
Washer

Roller
Bracket

Step # 10 – Cover Roller Bracket & Roller Assembly

Locate the following items for Steps 11 & 12.

- 10.1 Roller Brackets with 1/8" Rubber Gasket.
 - Qty (12) for 6 Roller Model
 - Qty (16) for 8 Roller Model
 - Qty (20) for 10 Roller Model
- 10.2 3/8" x 3" Bolts (**A**) with "G" Locknuts and 3/8" (**K**) Washers.
 - Qty (12) for 6 Roller Model
 - Qty (16) for 8 Roller Model
 - Qty (20) for 10 Roller Model
- 10.3 3/8" x 3" Safety Head Bolts (**O**) with Locknuts (**G**) and 3/8" Washers (**K**).
 - Qty (12) for 6 Roller Model
 - Qty (16) for 8 Roller Model
 - Qty (20) for 10 Roller Model
- 10.4 2 1/2" O.D. Cover Rollers.
 - Qty (6) for 6 Roller Model
 - Qty (8) for 8 Roller Model
 - Qty (10) for 10 Roller Model
- 10.5 Short Retaining Pins (**M**).
 - Qty (12) for 6 Roller Model
 - Qty (16) for 8 Roller Model
 - Qty (20) for 10 Roller Model
- 10.6 Roller End Cap Pins (**N**).
 - Qty (12) for 6 Roller Model
 - Qty (16) for 8 Roller Model
 - Qty (20) for 10 Roller Model
- 10.7 Safety Roll End Caps.
 - Qty (12) for 6 Roller Model
 - Qty (16) for 8 Roller Model
 - Qty (20) for 10 Roller Model



Fig: 11.2

**Safety Bolt (O)
head in horizontal
position.**

**Locknut
(G)**

Step # 11 – Cover Roller Bracket Assembly.

- 11.1 Line up the bottom bolt holes of the Rubber Gasket and the Roller Bracket with the End Frame hole and insert one (1) 3/8" x 3" bolt (**A**) and 3/8" washer (**K**) in the lower bolt position on the bracket and screw as shown in **Fig: 11.1. DO NOT INSTALL** the Safety Bolt (**O**) the upper section of the roller bracket until the Cover Rollers are placed on the bracket (**Fig:11.2**).
- 11.2 Repeat step 11.1 to install all brackets on the End Frames.
- 11.3 Once all the brackets are installed, proceed to place the Cover Rollers on each set of brackets.
- 11.4 Insert One (1) 3/8" x 3" Safety Head Bolt (**O**) and washer (**K**) in the top of each Roller Bracket. Orient the Safety Bolt Head in the **horizontal position** as shown in **Fig: 11.2** and tighten Locknut (**G**).

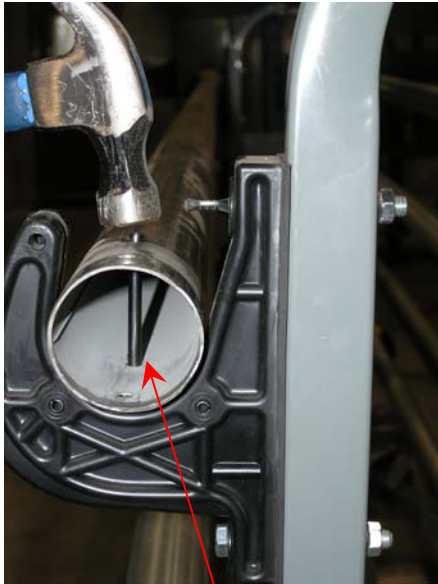


Fig: 12.1 After inserting pin thru large hole Position Pin as shown

Step #12 – Cover Roller Short Retaining Pin Assembly.

- 12.1 Take One [1] Short Retaining Pin (**M**) and check the fit in the inner set of holes at one end of the Cover Roller . **The pin should insert easily through one hole. Insert pin until the end is started in opposite hole.**
- 12.2 Tap Pin into position until **FLUSH** with Cover Roller surface.
- 12.3 Repeat Step 12 until all Short Retaining Pins are installed

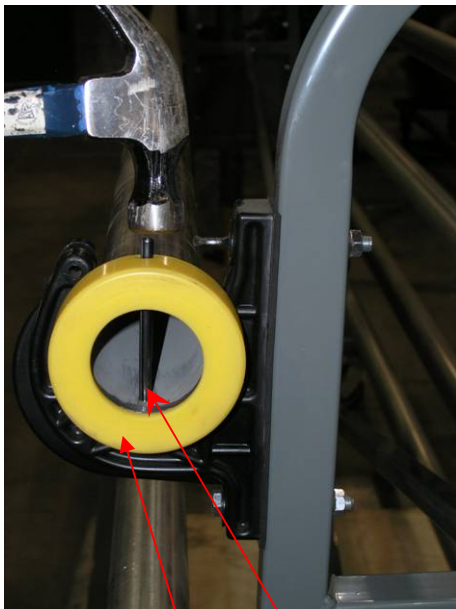


Fig 12.2

Safety End Cap	Safety End Cap Retaining Pin
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Step #13 – Cover Roll Safety End Cap Assembly

- 13.1 Take One [1] Long Retaining Pin (**N**) and check fit in the outer set of holes in the Cover Roll. The pin should insert easily through one hole.
- 13.2 Position the Safety End Cap over the end of the Cover Roll and align the hole the End Cap and the Cover Roll.
- 13.3 Insert the Retaining Pin (**N**) through the hole until the pin is aligned with the **OPPOSITE** hole.
- 13.4 Tap the Retaining Pin into position until it is flush with Safety End Cap surface.
- 13.5 Repeat this procedure until all Safety end Caps are installed.

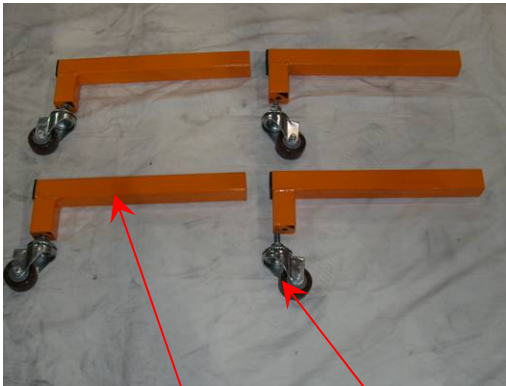


Fig: 15.1 Outrigger leg Swivel
 caster

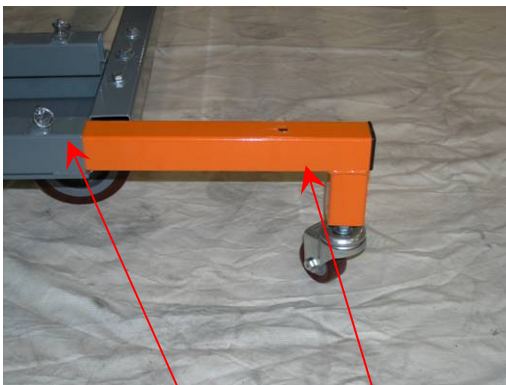


Fig: 15.1 Spring Loaded
 Position Lock Extended
 Position

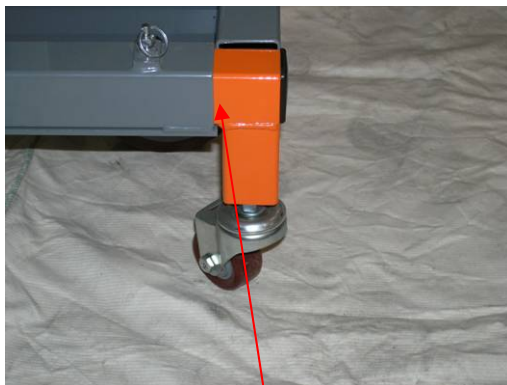


Fig 16.1 Retracted Position

**Step # 14 – Outrigger Caster
 Assembly.**

Locate the following items:

- 14.1 Four (4) Outrigger Legs
- 14.2 Four (4) Swivel Casters with Locknut.

Step # 15 – Outrigger Leg Assembly.

- 15.1 Screw one (1) Outrigger Swivel Caster on the outrigger leg four (4) turns.
- 15.2 Turn Caster Locknut up until it is finger tight against Outrigger Leg.
- 15.3 Insert the Outrigger Leg into the Outrigger Frame to its fully retracted position Fig 16.1 by pulling up on the Retractable Position Lock and check clearance between the **Floor** and the **Caster Wheel**. There should be **1/4" clearance**. Adjust the Caster position by loosening the Locknut and turning the Caster Clockwise [In] or counterclockwise [Out] as required then tighten Caster Locknut.
- 15.4 Repeat Steps 15.1 through 15.3 until the remaining three [3] Casters and Outriggers are installed.

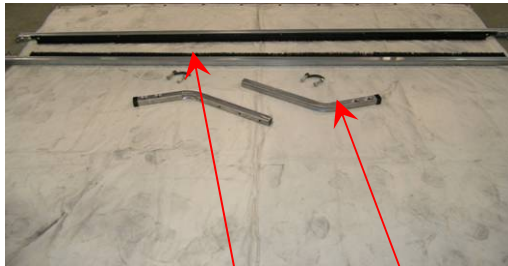


Fig:16.1

Brush pre-assembly section

Brush Arm

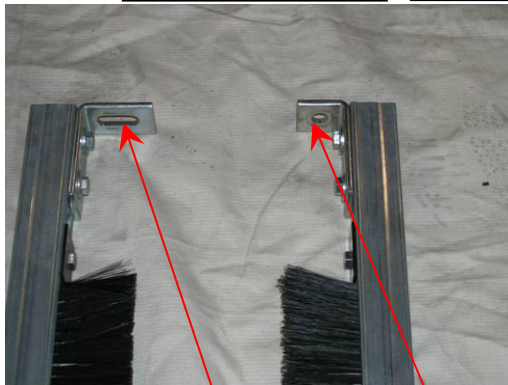


Fig:17.1

Use Carriage Bolt & Handle on slotted bracket

Use Hex. Bolt & locknut on this bracket

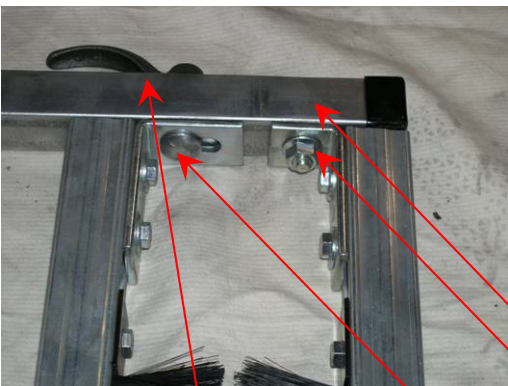


Fig: 17.2

Adjustment Handle with lock washer

Carriage bolt

Brush Arm

Hex. head bolt, nut and washer

Step # 16 – Cleaning Brush Assembly (OPTIONAL)

Locate the following items:

- 16.1 Two (2) Brush pre-assembled sections.
- 16.2 Two (2) brush arms.
- 16.3 Two (2) Carriage Bolts (E) with Adjustment Handle (P) and Lock Washer (J).
- 16.4 Two (2) 1/2" x 2 1/2" Hex (F). Head Bolts, 1/2" Locknuts (I).

Step # 17 – Brush Assembly.

- 17.1 Place pre-assembled Brush Sections facing each other as shown in Fig 17. 1. Notice that Pre-assembled Brush Sections will have different length bracket and hole arrangements.
- 17.2 Line up Brush Arm bolt holes with the holes in the Pre-Assembled Brush Section brackets. Fig: 17.2. The curve of the brush arm should be pointing up.
- 17.3 Bolt Brush Arm on the Lower Pre-Assembled Brush bracket using one (1) Carriage bolt (E) and Adjustment Handle with Lock Washer (J) as shown in Fig. 17.2
- 17.4 Bolt remaining bracket with one (1) 1/2" x 2 1/2" Hex (F). Head Bolt with 1/2" locknut (I) and as shown in Fig: 17.2.
- 17.5 Repeat Steps 17.1 through 17.4 for the opposite section of the brush assembly.

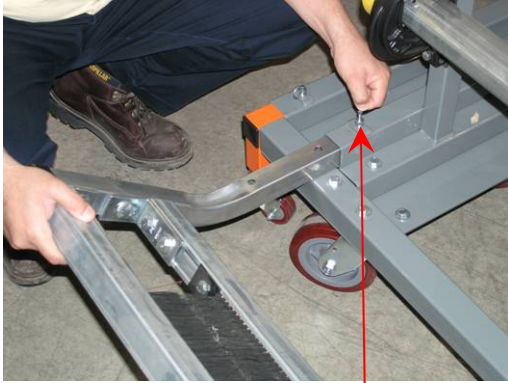


Fig 18.1

**Pull up
Retractable Lock**



**Fig. 18.2 Slide Brush Assembly into
Position**

**Step # 18 – Cleaning Brush Mounting
to Rack Frame.**

- 18.1 Two people will be required to mount the Cleaning Brush into the rack.
- 18.2 At the same time Insert both Cleaning Brush arms into the Rack Frame as shown in **Fig 18.1**.
- 18.3 Pull up on the Retractable Position Lock to allow the Brush arm to slide into the Rack frame as shown in **Fig. 18.1 & 18.2**.

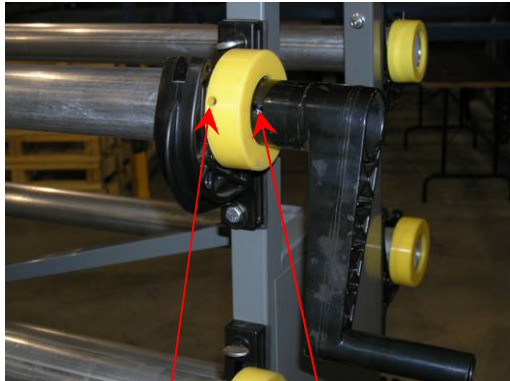


Fig 19.1

Safety End Cap
Pin

Retaining Pin
Handle's Slot

**Step # 19 – Manual Winder
Insertion into Cover
Roll**

- 19.1 Locate the Safety End Cap Pin in the end of the Cover Roller.
- 19.2 Line up the Pin with the slot in the manual Crank Handle and insert the Crank Handle in the end of the Cover Roll as shown on **Fig 19.1**

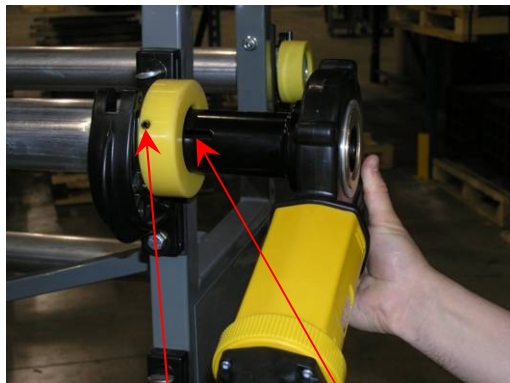


Fig 20.1

Safety End Cap
Pin

Slot in Power
Winder Drive

**Step # 20 – Optional Power
Winder Drive.**

- 20.1 Locate the Safety End Cap Pin in the end of the Cover Roller.
- 20.2 Line up the Pin with the slot in the PowerMate winder and insert in the end of the Cover Roller as shown on **Fig 20.1**. **Please refer to the PowerMate owners manual for safety instructions on using this power tool.**



Fig 22.1 Quick-clip on end side of cover

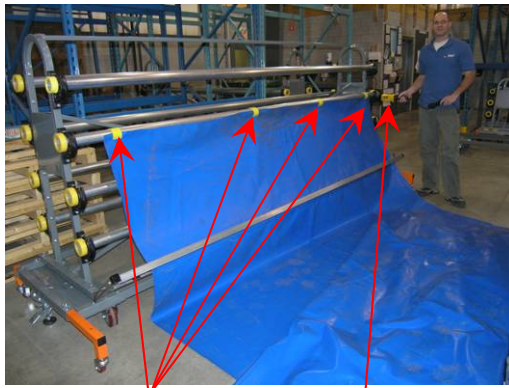


Fig 22.2 4 Quick-clips Optional Power Winder

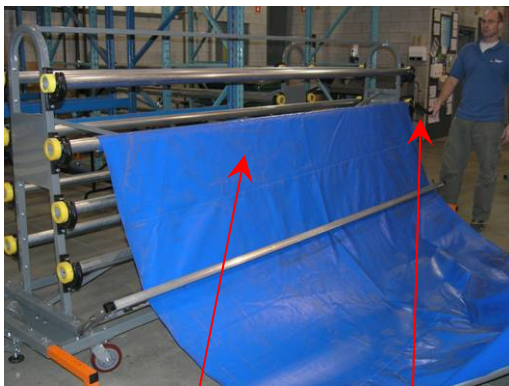


Fig 22.3 Winding Cover Winding Handle

Step # 21 – Loading CoverMate - Items

Locate the following items:

- 21.1 Four (4) Quick-clips (**Q**) per Cover Roller.
- 21.2 One (1) Velcro-strap (**R**) per roller.
- 21.3 Hand Crank or Optional PowerMate Drive.

Step # 22 – Loading CoverMate

- 22.1 **All four outrigger arms should be extended at all times. Outriggers may be recessed while passing through narrow door openings.**
- 22.2 Engage both foot operated locking brakes.
- 22.3 Two persons required. Each person takes one of the cover ends and pass it through the (optional) CoverClean Brush.
- 22.4 Each person take one of the corners of the cover and place it on top of the bottom roller to be used. Stretch the cover and align it along the centerline of the Cover Roller.
- 22.5 Once aligned. Each person attaches one Quick-clip (**Q**) over the Floor Cover and the Cover Roller **Fig 22.1**.
- 22.6 Attach the other two (2) Quick-clips (**Q**) on the middle section of the Floor Cover and Cover Roller after aligning on the centerline of the cover roll. Quick-clips should be spaced equally on the Floor Cover **Fig 22.2**.



Fig 23.1



Fig 23.2



Fig 23.3

Step # 23 – Loading Covers on Rollers

- 23.1 Slowly wind the Floor cover on the Cover Roll until at least 2 wraps are attained. Increase speed of rotation and continue until the Floor Cover is completely wound. **Fig 23.1.**
- 23.2 To secure the Floor Cover on the Cover Roll install the “R” Velcro-strap around the Floor Cover **Fig 23.2 and 23.3.**
- 23.3 Repeat **Steps 23.1 and 23.2** to load each cover section. CoverMate should be loaded from side to side, bottom to top. The CoverMate should be unloaded side to side, top to bottom. Please refer to complete instructions and safety warnings mounted on each end frame of the CoverMate.