

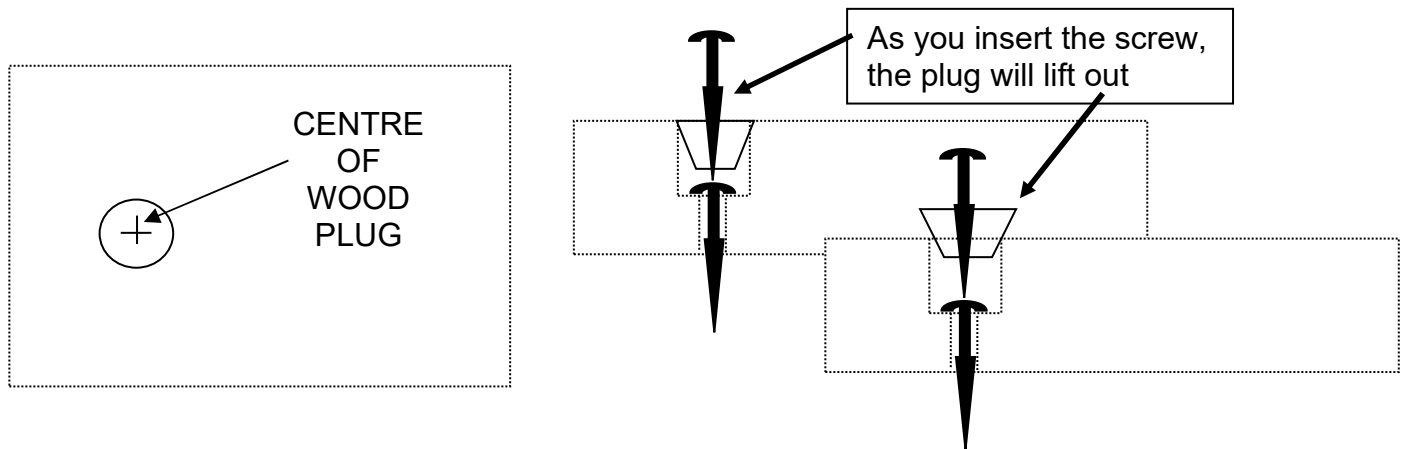


Top Cap Replacement

Tools Required: Screw, Screwdriver, Hammer

Wood Plug Removal

1. Insert a small (#6 approximately) wood screw into the centre of the wood plug. The screw will contact the head of the screw under the wood plug.
2. Continuing to drive the screw in will cause the wood plug to pull out.
3. Remove the plug from the screw to re-use the screw. Discard the damaged plug.



Removing and Replacing the Top Cap

4. After removing the wood plugs, remove the wood screws. Keep for re-use.
5. Place end screws in the new Top Cap and position them in the existing screw holes.
6. Tighten the 2 end screws, position the remaining screws and tighten.
7. Position the replacement wood plugs in the holes.
8. Using a piece of cardboard or wood to protect the surface of the top cap, gently tap the wood plugs flush with the surface of the top cap.