RETRACTABLE CASTER SET FOR JESSEM ALTS STAND #05102

Owners Manual

Model #05102

JessEm Tool Company

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Thank you for choosing this product from JessEm Tool Company. We appreciate your support and hope that our product serves you well. This product is designed to provide many years of reliable service provided it is used as intended and taken care of.

This user manual will assist you in assembly and general operation of this product. It is not our intent to teach you about woodworking. It is assumed that you are an experienced woodworker with the basic skills and experience necessary to use this product safely. If after reading the following instructions, you are unsure or uncomfortable about safely using this product we urge you to seek additional information through widely available woodworking books or classes.

As part of our Continuous Product Improvement Policy, JessEm products are always advancing in design and function. Therefore there may be differences between what is shown in our catalogs, website or at retail display and what is sold at time of purchase. We reserve the right to make positive changes to our products at our discretion.

**IMPORTANT!**

Read and understand the contents of this manual before assembly or operation of this product.

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**IMPORTANT SAFETY PRECAUTIONS**

- Before operating any machinery or power tool, read and understand all safety instructions in the owner’s manual for the tool or machine.
- If you do not have a manual, contact the manufacturer and obtain one before using any tool or machine.
- Always wear eye protection in compliance with ANSI safety standards when operating any power tools or machinery.
- Do not wear loose clothing or jewelry that may catch on tools, machinery or equipment.
- Unplug the tool or machine when mounting or making any adjustments to mechanical performance.
- Always use proper guards and safety devices when operating power tools and machinery.

**ROUTER SAFETY PRECAUTIONS**

- Always make sure the fence on your router table is locked firmly into position before each use.
- Never force the bit or overload the router beyond the expectations of the tool.
- Be sure that at least 3/4 of the shank length is inserted securely in the router collet.
- Never bottom out the bit in the collet. Allow 1/8” clearance between bottom of shank and bottom of collet.
- Always rout in two or more passes when large amounts of stock must be removed.
- Use reduced RPM speeds for larger diameter router bits.
- Carefully check router bits before each use. Do not use if damage or defect is suspected.
- Do not exceed the recommended RPM for any router bit.
### Suggested Router Bit Speeds

<table>
<thead>
<tr>
<th>Bit Diameter</th>
<th>Max. Speed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&quot; (25mm)</td>
<td>24,000 RPM</td>
</tr>
<tr>
<td>1-1/4&quot; - 2&quot; (30-50mm)</td>
<td>18,000 RPM</td>
</tr>
<tr>
<td>2-1/4&quot; - 2-1/2&quot; (55-65mm)</td>
<td>16,000 RPM</td>
</tr>
<tr>
<td>3&quot; - 3-1/2&quot; (75-90mm)</td>
<td>12,000 RPM</td>
</tr>
</tbody>
</table>

### Parts List - From the Box

<table>
<thead>
<tr>
<th>PART #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>PART #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Caster Bracket and Pedal Assembly</td>
<td>2</td>
<td>F</td>
<td>1/4&quot; Stainless Steel Washer</td>
<td>8</td>
</tr>
<tr>
<td>B</td>
<td>Caster and Arm Assembly</td>
<td>4</td>
<td>G</td>
<td>1/4-20 x 5/8&quot; Stainless Steel Cap Screw</td>
<td>8</td>
</tr>
<tr>
<td>C</td>
<td>Stainless Steel Pivot Bolt</td>
<td>4</td>
<td>H</td>
<td>3/8-16 Nylon Lock Nut</td>
<td>4</td>
</tr>
<tr>
<td>D</td>
<td>1/8&quot; Hex Key</td>
<td>1</td>
<td>I</td>
<td>Caster Bracket Mounting Block</td>
<td>4</td>
</tr>
<tr>
<td>E</td>
<td>3/16&quot; Hex Key</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Check That You Have All Required Parts

**STEP 1:**
Remove all contents from the box.

**STEP 2:**
Ensure you have all the parts noted in the contents list in Figure A.
ATTACHING THE BRACKET MOUNTS TO THE ALTS STAND

STEP 3:

The easiest way to install the retractable caster set on the ALTS Stand is to lie the stand on a bench and to completely attach 1 (one) set of retractable casters to one side of the ALTS stand first.

STEP 4:

Remove all (4) leg levellers from each of the legs on the ALTS Stand. See Figure 1.

STEP 5:

Slide (1) one caster bracket mounting block (Part "I", from page 3) into the t-slot in the front left and (1) one caster bracket mounting block into the rear left stand legs as shown in Figure 2.

STEP 6:

With the 1/8 hex key provided, tighten the ¼-20 x 3/8" set screw (Part# 4, on page 10), located in the middle of the caster bracket mounting bar (Part "I", from page 3). See Figure 3.

STEP 7:

Re-attach (2) two of the leg levellers. See Figure 1.
ATTACHING THE CASTER BRACKET ASSEMBLY TO THE ALTS STAND

STEP 8:
Take one of the caster bracket and pedal assemblies (Part "A" on page 3) and line up the holes in the caster bracket and pedal assembly with the holes in the caster bracket mounting block (Part "I") you attached to the legs in Step 5 and 6. See Figure 4.

STEP 9:
With the 3/16" hex key provided, attach (1) one of the ¼-20 x ¾" stainless steel cap screws (Part "G"), and (1) one of the ¼" washers (Part "F") in the lower hole of the caster bracket. See Figure 5.

STEP 10:
Repeat Step 9 for the upper bracket hole and fasten with the 3/4" stainless cap screws (Part "G") and the 1/4" stainless washer (Part "F"). See Figure 6.

STEP 11:
Repeat step 9 and 10 to attach the other caster bracket to the ALTS Stand leg.
ATTACHING THE CASTER BRACKET ASSEMBLY TO THE BRACKET ASSEMBLY

STEP 12:

Lift the foot pedal back (Part #7) from the caster bracket and pedal assembly (Part "A") and slide the caster and arm assembly (Part "B", on Page 2) into the bracket. See Figure 7.

STEP 13:

Slide one of the 1/2" Stainless Steel Pivot Bolt (Part "C", page 3) into the external side of the caster bracket and pedal assembly and through the hole in the caster and arm assembly. See Figure 8.

IMPORTANT


STEP 14:

With (1) of the 3/8-16 nylon lock nuts (Part "H") and the 3/16 hex key provided, attach the nylon lock nut onto the thread of the stainless steel pivot bolt (Part "C") as shown in Figure 8 and 9. Repeat for the other stand leg.
IMPORTANT

Only tighten the lock nuts to where the thread of the stainless steel pivot bolt (Part "C") just breaks through the nylon on the lock nut. See Figure 11.

Once you have the pivot bolt and lock nut on, you should have a little side to side play with the pin. If you don’t have this, the nylon lock nut is too tight and should be loosened so the threads on the pivot bolt just break through the nylon on the lock nut. See Figure 12 and 13.

Repeat Steps 12 through 14 to attach the other caster assembly to the caster bracket.
At this point, you should have one side of the retractable caster set complete.

Turn the ALTS Stand to the opposite side and repeat Steps 5 through 14 to attach the retractable caster set on the opposite side.

**INITIAL SET UP FOR THE RETRACTABLE CASTERS**

**STEP 15:**
With the retractable caster set attached to the ALTS stand, return the stand upright onto the floor.

**STEP 16:**
Step on one of the foot pedals on both sides of the stand to put the castors in the down position.

**STEP 17:**
Adjust the leg levellers so they are no more than ¼” off of the floor. See Figure 14.

**STEP 18:**
Flip the locking foot pedal up with your foot, so all four leg levellers are on the floor, and level each one of the levellers so your table is level to the floor.
DO NOT OPERATE THE ROUTER TABLE WITH THE CASTERS ENGAGED. ALWAYS HAVE THE LEG LEVELLERS ON THE FLOOR AND LEVELLED TO YOUR FLOOR WHEN OPERATING THE ROUTER TABLE.

A) To use the rollers on the caster set, step down on one of the foot pedals on each side of the ALTS Stand. This will retract the levellers and allow you to roll your table. **NOTE: The casters do NOT lock in place!**

B) To use your router table, flip up the foot pedal, and the leg levellers will then be on the floor and you are ready to use your router table.
### RETRACTABLE CASTER SET EXPLODED VIEW PARTS LIST

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Part No.</th>
<th>Part Description</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>S0062-12-C</td>
<td>Pivot Pin</td>
<td>8</td>
</tr>
<tr>
<td>2</td>
<td>E0279-1-3-C</td>
<td>Caster Leg Bracket</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>S0062-16-C</td>
<td>1/2&quot; Caster Bolt</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>F0362</td>
<td>1/4-20 x 3/8&quot; ZP Set Screw</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>S0072-1-C</td>
<td>Caster Bracket Mount</td>
<td>4</td>
</tr>
<tr>
<td>6</td>
<td>F0118</td>
<td>3/8-16 Nylon Lock Nut</td>
<td>4</td>
</tr>
<tr>
<td>7</td>
<td>E0278-1-3-C</td>
<td>Caster Foot Pedal</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>F0347</td>
<td>1/4-20 x 5/8&quot; Stainless Steel Cap Screw</td>
<td>4</td>
</tr>
<tr>
<td>9</td>
<td>F0348</td>
<td>1/4&quot; Stainless Steel Washer</td>
<td>8</td>
</tr>
<tr>
<td>10</td>
<td>F0374</td>
<td>1/4-20 x 3/4&quot; Stainless Steel Cap Screw</td>
<td>8</td>
</tr>
<tr>
<td>11</td>
<td>F0399</td>
<td>M12 Hex Nut</td>
<td>4</td>
</tr>
<tr>
<td>12</td>
<td>E0277-1-3-C</td>
<td>Caster Retractable Arm</td>
<td>4</td>
</tr>
<tr>
<td>13</td>
<td>M0355</td>
<td>2&quot; Caster</td>
<td>4</td>
</tr>
<tr>
<td>14</td>
<td>S0065-3-C</td>
<td>Caster Connecting Bar</td>
<td>2</td>
</tr>
</tbody>
</table>
JESSEM TOOL LIMITED WARRANTY

All JessEm products are warranted to be free from defects in material and workmanship. JessEm will repair or replace any product which upon inspection proves to be defective for a period of (1) year from dated receipt and proof of purchase. All warranty claims should be made direct to Jessem Tool Company. Contact JessEm for a warranty claim return authorization and instructions to proceed. The consumer is responsible for shipping costs to return product to JessEm Tool Company. We will repair or replace the product at our discretion and JessEm Tool will return shipment to you at no charge.

WARRANTY LIMITATIONS

This warranty does not cover:
- Repairs or alterations made or attempted by anyone other than JessEm Tool Company or an authorized JessEm service professional.
- Normal wear and tear.
- Abuse, misuse or neglect.
- Improper care or maintenance.
- Continued use after partial failure.
- Products that have been modified in any way.
- Products used with improper accessories.

Find Out More About Our High Performance Tools At www.jessem.com

Tools That Make A Difference!