

# How to Assemble Your Tower Bracket Retrofit Kit

## THIS IS A MEDICAL DEVICE

### IMPORTANT:

This is a relatively complex installation procedure. It involves drilling holes into the Reformer frame. Please read through these instructions before proceeding. If you are uncomfortable undertaking any part of this procedure, it is highly recommended that someone with a serviceable knowledge of equipment assembly and tools install the bracket.

**Balanced Body is not responsible for any damage caused by incorrect assembly.**

### BEFORE BEGINNING ASSEMBLY

These instructions include a parts list. Please use this list to make sure you have all the parts necessary for installation. If you are missing a part, please contact our customer service department at 1-800-PILATES (1-800-745-2837).

**Note: If you have ordered a Tower bracket kit for a Reformer with casters, refer to Appendix II for additional instructions.**

**If you had your frame Pre-drilled by the factory remove ALL hardware installed into the holes used for the tower bracket and angle brackets. The hardware removed is no longer needed.**



PARTS FOR THE TOWER BRACKET KIT (INCLUDED)

### REQUIRED TOOLS (NOT INCLUDED)

- » Hammer
- » Power drill
- » Socket wrench with 7/16" and 1/2" sockets

### PARTS FOR TOWER (INCLUDED)

ITEM	PART NO	QTY
Vertical Tower frame tubes with eyebolts installed	TRP0105	2
Horizontal Tower tube with eyebolts and corner connectors	TRP0100	1
Push-Through Bar for Slider assembly	707-287	1
Yellow trap springs	SPR9002	2
Blue trap springs	SPR9004	2
Roll down bar	710-010	1
Yellow long springs	SPR9006	2
Purple long springs	SPR9461	2
Single cotton loops (pair)	101-005	1
Safety strap for tower with carabiner	210-058	1
Push Through Bar Slider assembly	N/A	2
Push Through Bar Slider shoulder bolt	619-202	2
21mm x 1/2 inch wrench	ALL0060	1

ITEM	PART NUMBER	QTY
Tower Bracket	722-001	1
L shaped corner brackets	622-001	4
5/32" Allen wrench	GEN9282	1
3/16" Allen wrench	GEN9280	1
21/64" drill bit	GEN5555	1
1/4" drill bit	TOL1056	1
Riser Receivers*	REF0048 (left) REF0049 (right)	2
Risers with pulleys installed*	950-184	2
Riser retention pins*	GEN9402	2
Black plastic lanyards for riser pins*	GEN9037	2
1/4"-20 x 2" Allen bolt	GEN9015	6
1/4"-20 x 3" Eyebolts	GEN9232	4
1/4" Flat washers	GEN9305	18
1/4"-20 Nylock nuts	GEN9021	12
5/16"-18 x 1-3/4" Carriage bolts	210-512	4
Large (5/16"-18) Nylock nuts	GEN9013	4
No. 10 finish washers	210-050	4

\*Not included if ordered for Reformer with casters.



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## STATEMENT OF INTENDED USE

The Tower Bracket Retrofit Kit device is intended by the manufacturer to be used by people for the purposes of physiotherapy, rehabilitation, the prevention, treatment and relief of injuries, supportive, functional therapy for a disability or for general strengthening and improving the mobility of the human body. Should injury occur during usage please report to the manufacturer and competent authority of the Member State in which the user and/or patient is established.

## DÉCLARATION SPÉCIFIANT L'USAGE PRÉVU

L'appareil Tower Bracket Retrofit Kit a été conçu pour être utilisé à des fins de physiothérapie, de réhabilitation, de prévention, de traitement et de soulagement des blessures, de thérapie fonctionnelle et de soutien dans le cadre d'un handicap, ou de renforcement global et d'amélioration de la mobilité du corps humain. Si une blessure se produit au cours de l'utilisation, signaler au fabricant et à l'autorité compétente de l'État membre dans lequel l'utilisateur et / ou le patient est établi.

## DICHIARAZIONE DI DESTINAZIONE D'USO

Il dispositivo Tower Bracket Retrofit Kit è destinato dal produttore a essere utilizzato dalle persone per scopi di fisioterapia, di riabilitazione, di prevenzione, trattamento e sollievo da infortuni, di terapia di sostegno e funzionale per una disabilità o di rinforzo e miglioramento generali della mobilità del corpo umano. In caso di infortuni durante l'utilizzo, Rapporto al produttore e all'autorità competente dello Stato membro in cui è stabilito l'utilizzatore e / o il paziente.

## DECLARACIÓN DE USO PREVISTO

El dispositivo Tower Bracket Retrofit Kit está diseñado con fines de fisioterapia, rehabilitación, prevención, tratamiento y alivio de lesiones, terapia de apoyo y funcional para una discapacidad o para el fortalecimiento general y la mejora de la movilidad del cuerpo humano. En caso de que se produzcan lesiones durante su uso, Reporte al fabricante y a la autoridad competente del Estado miembro en el que está establecido el usuario y / o paciente.

## ANGABE DER BESTIMMUNGSGEMÄSSEN VERWENDUNG

Das Gerät Tower Bracket Retrofit Kit wurde vom Hersteller für die Verwendung durch Personen zu Zwecken der Physiotherapie, der Rehabilitation, der Vorbeugung, Behandlung und Linderung von Verletzungen, der unterstützenden, funktionellen Therapie bei einer Behinderung oder zur allgemeinen Stärkung und Verbesserung der Mobilität des menschlichen Körpers vorgesehen. Sollten bei der Anwendung Verletzungen auftreten, bericht und der zuständigen Behörde des Mitgliedstaats gemeldet, in dem der Benutzer und / oder Patient ansässig ist.

## REDOGÖRELSE FÖR AVSEDD ANVÄNDNING

Denna Tower Bracket Retrofit Kit är av tillverkaren avsedd för att användas av personer i syften för fysioterapi, rehabilitering, förebyggandet, behandlingen och lindringen av skador, stödjande funktionell terapi för ett funktionshinder eller för allmänt stärkande och förbättring av rörligheten i människokroppen. Sollten bei der Anwendung Verletzungen auftreten, bericht und der zuständigen Behörde des Mitgliedstaats gemeldet, rapportera till tillverkaren och behörig myndighet i den medlemsstat där användaren och / eller patienten är etablerad

## ASSEMBLY TIME

Approximately 90 minutes.

## PREPARE YOUR WORKSPACE

Make sure you have enough physical space around the Reformer to work, especially at the head-end of the machine where the bracket kit will be attached. Remove the ropes from the risers and the carriage. Attach carriage springs to the springbar to secure the carriage at the foot-end of the Reformer. It is recommended that you place a drop cloth or sheet under the head-end of the Reformer, as there will be sawdust from drilling holes in the frame.

## REMOVE WOODEN RISER BLOCKS

1. Use the 5/32" Allen key to remove bolts that attach wooden risers from head-end of Reformer (See Figure A).

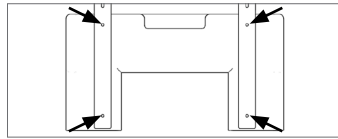


Figure A: Remove the bolts from risers.

2. Remove the risers and re-insert the bolts from the outside of the frame so they are about half-way tightened.
3. Tap the heads of the bolts with a hammer until the propeller nuts come out of the Reformer frame.
4. Unscrew the bolts from the propeller nuts and remove them from the frame.
5. Put the risers, propeller nuts and bolts aside. They are no longer needed.

## INSTALL THE TOWER BRACKET ON THE REFORMER

6. Place Tower bracket on outside of the Reformer frame. Bracket flanges should match up with holes previously used to secure the riser blocks to the frame (See Figure B).

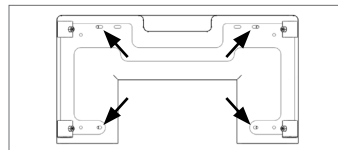


Figure B: Match bracket with the 4 holes left by the risers.

7. Make sure the bracket is centered.

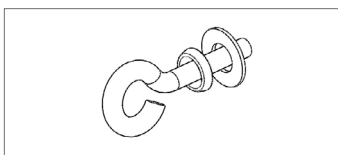


Figure C: Eyebolt with No. 10 finish washer and 1/4" washer.

8. Insert an eyebolt through a No. 10 finish washer and a 1/4" washer into the indicated bracket top and bottom holes (See Figures C & D).

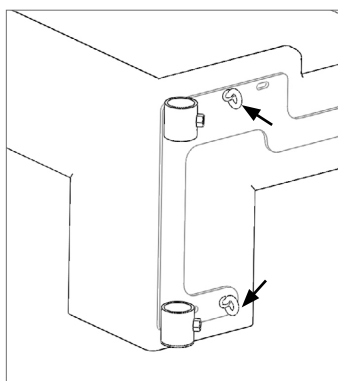


Figure D: Insert eyebolt through existing holes.

9. Align the riser on the inside of the frame so that the two flanges are on the top and the single flange is on the bottom. The flanges closer to the outside of the frame should line up with the existing holes used for the wood risers (See Figures E & F).

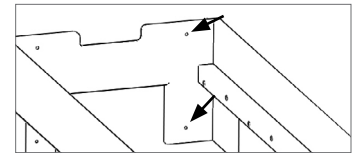


Figure E: Match outside flanges with protruding bolt ends.

10. Use a socket wrench to secure both the top and bottom eyebolt ends with a 1/4" flat washer and a small, 1/4"-20 nylock nut (See Figure E).

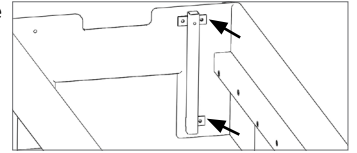


Figure F: Align outer flanges on Reformer frame, and secure with a flat washer and nylock nut.

11. Repeat steps 8-10 for the other side of the bracket.
12. The Tower bracket should now be secured on the head-end of the Reformer. This attached bracket will serve as a template for drilling the remaining holes required to complete assembly.

13. Use the provided 1/4" drill bit (smaller drill bit) to drill a hole from the inside of the frame through the top inside flange of the receiver bracket and through the frame (See Figure G).

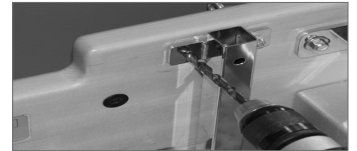


Figure G: Drill through inside flanges

14. From the outside of the frame, insert the 2-1/4" button head screw with a 1/4" washer (See Figure H).



Figure H: Install the bolt and washer from outside of frame.

15. Slip the black plastic lanyard loop over the protruding bolt on the top inside flange and then secure a small nylock nut with a 7/16" socket as shown in Figure I. The riser pin is used to secure the new risers into the receivers. The loop is secured on a bolt.



Figure I: Lanyard is secured to the bolt with a small nylock nut.

16. Repeat steps 13-15 on the other riser.

17. Position the 21/64" drill bit through the hole in the front of the riser, through the receiver itself, until you make contact with the wood of the frame. (See Figure J).



Figure J: Drill through receiver and into Reformer until drill bit hits the inside face of the mounting plate.

18. Holding the drill steady and level, drill into the Reformer frame until the drill bit hits the inside face of the mounting bracket on the outside face.

19. Repeat the process on the other receiver.
20. Insert the metal risers into the receivers and secure them at the desired height with the riser pin.

### INSTALL CORNER BRACKETS

Locate the four L-shaped brackets that go on the top and bottom of each inner corner at the head-end of the Reformer frame. These corner brackets provide additional support for the Tower bracket.

21. Use the provided 21/64" drill bit (larger drill bit). Slowly drill (4) four holes through the frame from the outside using the bracket to guide the holes (See Figure K).

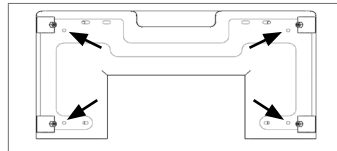


Figure K: Drill holes through areas indicated.

22. From the outside of the head-end of the frame, insert a 2-1/4" button head screw and a 1/4" washer into the holes drilled (See Figure K).

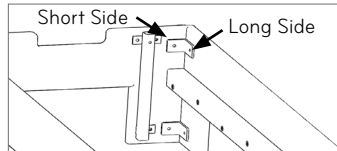


Figure L: Corner bracket mounting location.

23. Place corner brackets with the short flange on the inside head-end of the frame and the longer flange flush on the inner, long side of the Reformer (See Figure L).

24. Secure the corner bracket with 1/4" washer and a small nylock nut. Make sure bracket fits tightly against the side rail and is level.

25. Using the 21/64" drill bit, from the inside of the frame drill through the hole in the long side of the corner bracket and drill into the frame. Drill slowly with light pressure.  
**Note:** Be particularly careful drilling-- it is easy to splinter the outside of the frame. Hold the drill steady and level - it is a good idea to use two hands during this step.

26. From the outer side of frame, insert carriage bolt into drilled hole (See Figure M).

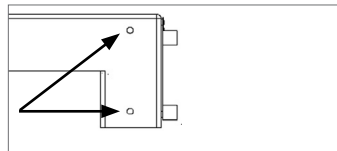


Figure M: Carriage bolt locations.

27. Secure on inner side with 5/16" large nylock nut.

28. Repeat steps 26-28 on the other corner brackets.

### INSERT VERTICAL TOWER TUBES

29. Loosen setscrews on circular tube receivers on the Tower bracket using the 3/16" Allen wrench (See Figure N).

30. Remove the vertical tower system and place them into the receiver bracket on the end of the Reformer. The knobs of the sliders will be facing outwards as shown in Figure O. Make sure when you place the tubes into the receiver that the loop is facing forward, towards the carriage, see Figure P.

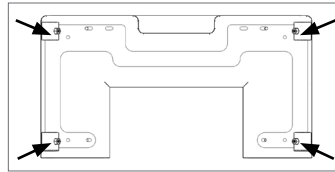


Figure N: Insert Tower tubes into tube receivers.

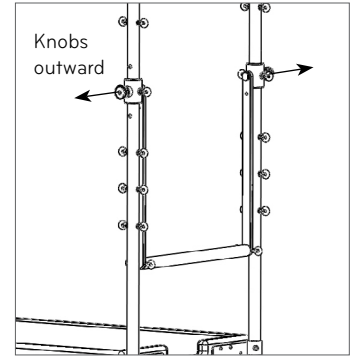


Figure O

### HOW TO ADJUST YOUR SLIDING PUSH THROUGH BAR

Position your hands on the outside of each slider. Place your middle and/or ring fingers under the silver base of the knob; right where the black body of the knob threads into. Place your index finger and thumb around the knob itself. Pull each of the knobs outwards, away from the vertical tubes, until they stop. Using the same force on each arm, move the slider upwards or downwards to each new location. Once you near a new location slightly release the outward pull of the knobs. The pins will automatically fall into the next position when aligned.

### WEEKLY MAINTENANCE

Inspect springs for separations, and replace if needed. Inspect snaps on springs and make sure the retractors operate smoothly. Replace them if worn or do not operate freely. Make sure that there are no indentations on the inside of the hooks.

Inspect all nuts, eyebolts and setscrews for tightness. Tighten or replace if necessary.

It is recommended to check to ensure the pins in the plunger knobs protrude and lock into the vertical tubes. First pull both knobs out and start moving the sliders to a different position. Release the knobs before the next hole and continue to slide the system. Once over a hole the pin of the knob will drop into the opening. Once each slider is in a new position apply a down force on the PTB directly downwards. The pins of the sliders should not come out of the holes. If the pins do not stay in the tube holes, the pull knobs need to be replaced; call Balanced Body for replacement parts

### OPTION: INSTALLING THE TWIN MATS

1. Pull pins and lower risers.

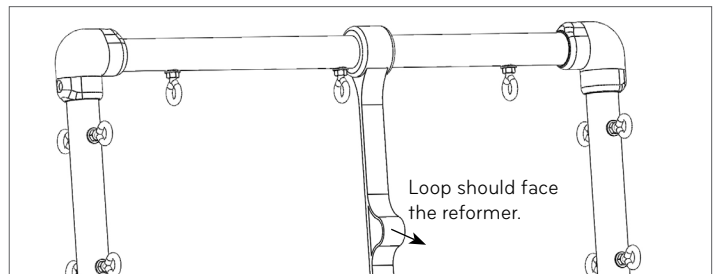


Figure P

2. Detach all springs from springbar and move the carriage toward the head end of the frame.
3. Rotate the footbar support up to the padded section of the footbar and then lay the footbar down onto the frame rails. It should now be inside the frame and lower than the top of the frame.
4. Remove shoulder rests from the carriage. If the shoulder rests are not detachable, the carriage will need to be turned upside down (See Appendix I).
5. Vinyl flaps are installed inside the mat for shipping purposes. Detach, rotate and reinstall flaps so that they hang down from the edge of the mat aligned with the eyebolts.
6. Place the mat with the vinyl flaps at the head-end of the Reformer with flaps facing the Tower. The vinyl flaps should hang over the head-end of the frame. They are designed to protect the Reformer frame when using the PTB with a bottom spring.
7. Place the remaining mat on the foot-end of the Reformer. Make sure the end of the mat with the feet further from the edge is installed over the standing platform.

#### APPENDIX I: TURNING THE CARRIAGE UPSIDE DOWN

Note: Use only if the shoulder rests are not detachable. To protect the upholstery, make sure the Reformer rails are clean before beginning.

1. Detach the springs from the springbar.
2. Carriage should be positioned at the riser end of the frame.
3. Rest the loops and ropes on the floor under the Reformer.
4. Lifting the head end of the carriage, turn it upside down so the upholstery is resting on the metal rails.

#### APPENDIX II: INSTALLING THE TOWER BRACKET ON A REFORMER WITH CASTERS

##### ADDITIONAL PARTS FOR THE TOWER BRACKET KIT FOR REFORMERS WITH CASTERS (INCLUDED)

ITEM	PART NUMBER	QTY
Flathead allen bolt	210-216	2
1/4" Washer	GEN9305	2
1/4"-20 Nylock nut	GEN9021	2

If you have a Reformer with casters instead of risers, you will not receive metal risers with your Tower Bracket Kit. Use these steps instead of regular step #1-21.

1. Remove the top two bolts from each caster and set them aside.

2. Insert one flathead Allen bolt into the existing top outer hole and secure on the inside of the reformer frame with a washer and a nut (See Figure Q). Make sure the head of the bolt is flush with the surface of the frame. Repeat on the other side.

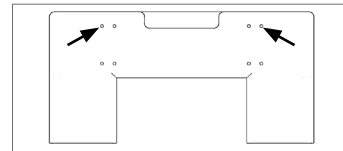


Figure Q: Insert flathead allen bolts here.

3. Mount the Tower bracket to the outside of the frame. Align the two inner holes from the caster bolts (with no flatheads) with two of the holes along the top of the bracket. Make sure the bracket is centered (See Figure R).

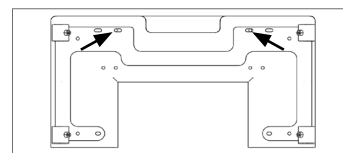


Figure R: Center Tower bracket on inner caster holes.

4. Insert an eyebolt with a No. 10 finish washer and a 1/4" washer through the centermost holes from the outside of the frame.

5. Use the mounted Tower bracket as a guide to drill the remaining six holes on the head end of the frame (See Figure S). Use the acorn nuts to secure the fasteners from the inside of the frame with a 7/16" wrench.

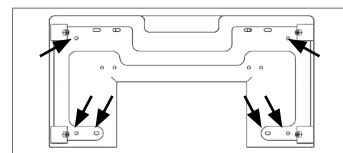


Figure S: Drill the remaining holes.

6. Continue mounting the bracket as in steps 22-36.

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