

# Instructions for replacing the Worm Gear in an Actuator

INS - 24 Approved by: \_\_\_\_\_ Date \_\_\_\_\_

## Problem

The table is making a high-pitched winding sound when the height is adjusted.

## Solution

The actuator worm gear needs to be replaced. Do the following to fix the problem:

**IMPORTANT:** It is not necessary to remove the actuator from the table as shown here!

1. Adjust the table height to the middle height setting. Unplug the table, and then gently tip the table up so that it stands on the foot end of the table. NOTE: For the Hill HiLo Table, simply lay the table on its side to access the actuator

2. If your table has a grease fitting (see Photo 1), first remove it with a pliers or adjustable wrench.

3. For actuators that do not have a grease fitting, unscrew the cap by tapping counter clockwise with a hammer and nail (or punch), angling the nail into the depressions in the cap as shown in photo 2.

4. Take a rag and wrap it around the actuator shaft. Then with your hand on the rag, slowly rotate the shaft clockwise until the worm gear pops up from the casing as shown in photo 3. **IMPORTANT:** Only rotate the wormgear upwards enough to grasp it with your fingers but no further. Also, do not turn the actuator shaft after removing the wormgear as this will make placing the new one more difficult.

5. Remove the old worm gear.

6. Insert the new worm gear into the casing, aligning it with the “half-moon slots in the brake at the bottom of the hole. If the gear does not immediately align, then grasp the actuator shaft with your hand, and slightly rotate the shaft. The gear will pop into place as you move the shaft (it may be necessary to pull the gear back out and rotate the actuator slightly.) When the gear is properly seated, it should recede approximately 1/4 inch below the top of the casing in order to replace the cap.

7. While continuing to hold the actuator shaft, replace the cap and tighten.

