



## Instructions for changing roller guide position Model ACA/ACC Cord Reels

Your cord reel is being supplied to you with a Horizontal payout roller guide. You may need to change the position of your roller guide, depending on your application.



1. Completely remove the (2) inner screws.



2. Just loosen the (2) outer screws, keeping the clamp plate attached to the roller guide.



3. Remove and rotate roller guide and move to alternate location on the vertical frame for a vertical up position. (This position would be used if you are hanging your reel from the ceiling, for a lifting application)

4. Re-tighten the (2) outer screws to clamp the roller guide in place.



5. Re-assemble the (2) inner screws, and tighten as required.

Your cord reel is now ready to be used with the roller guide located in the Lift position, for hanging the cord reel from the ceiling.