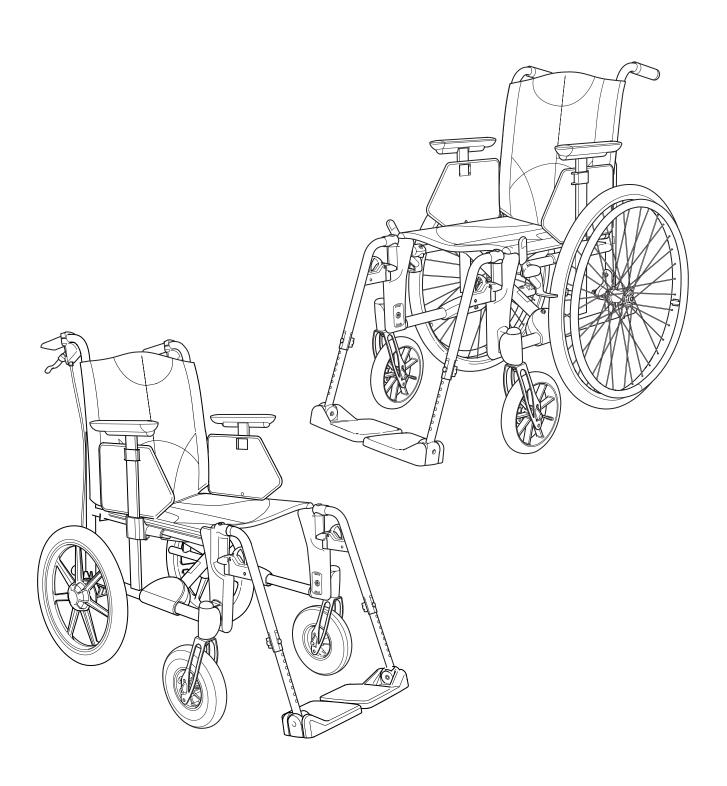
# M100/M100TR

Manual

74982M 2019-04-25



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## 1. General

Thank you for choosing a wheelchair from Etac. The manual must be read thoroughly to avoid damage when handling and using the chair.

In this manual the User is the person sitting in the chair. The Care giver is the person helping the user.



This symbol appears in the manual together with text. It highlights actions where the wheelchair's, the user's or the care giver's safety can be put at risk

M100 is a manual, cross-folded, allround wheelchair with variation options that is intended for use both outdoors and indoors. Seat and footplates are adjustable in height and angle, and the backrest in height. M100 can be supplemented and adjusted if needs change. In addition there is a range of options and accessories such as seat

cushions, anti-tips, various types of legrests and rear wheels for example.

M100 has excellent prerequisites to create comfort, functionality and good manoeuvrability.

Etac regularly improves its products. We therefore reserve the right to modify the products without prior notice. The dimensions given on drawings or other material are solely for guidance.

We are not responsible for printing errors or incomplete information.



**CE** marking



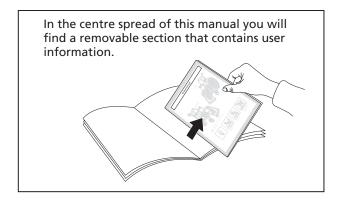
According to EN 12183



Read the operating instructions before use



To be sorted according to national regulations



### **Tests and Guarantees**

#### Crash test:

Etac's wheelchairs are tested in accordance with ISO 7176-19. They are crash tested at the Technical Research Institute of Sweden. The tests were carried out with normal settings on the wheelchairs (see manual for the respective wheelchair) and with an UNWIN\_WWR/ATF/K/R restraining device and an UNWIN\_WWR/HD/ATF/K/R 3-point seat belt.

#### Service life:

The product is tested and fulfils the demands stated in EN 12183. The main product's durability and lifetime is at least five years when used in accordance with intended use, the safety instructions, the reconditioning manual and instructions for use in the user manual. The main product consists of the chassis for seat and back support. Additional parts/ accessories are handled in accordance with the manual and reconditioning manual. The actual lifetime can vary, depending on how much and how intensively the product is being used, but a maximum of 10 years. If the product is intended for use after the service life period specified by Etac, it is the responsibility of the product owner to ensure product functionality in accordance with the manual and reconditioning instructions. If this cannot be ensured then the product should be taken out of use.

## The following methods of surface treatment have been used:

Lacquered surfaces = Polyester powder coating Non-lacquered aluminium parts = Anodized coating Non-lacquered steel surfaces = Galvanized

#### CE marking:

The product has passed all tests and met all criteria set by European standards for specific product groups. Combination agreements exist, see www.etac.com

#### Guarantee:

5 year guarantee against material and manufacturing defects. For terms and conditions, see www.etac.com

#### Special adaptations:

comprise everything that falls outside the instructions and settings in this Manual. Wheelchairs specially adapted by customers are not eligible for Etac's CE marking. Etac's guarantee no longer applies. If in the least doubt about the validity of adjustments, please contact Etac for advice.

#### Tools



Socket spanner 19/24 mm



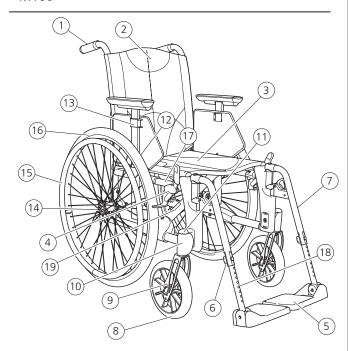
### Explanation for list of points

- Standard
- Options

4

## 2. Description

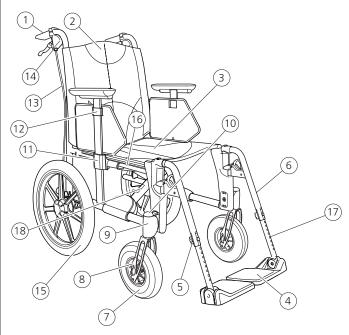
#### M100



- 1. Back tube
- 2. Backrest upholstery
- 3. Seat upholstery
- 4. Brake
- 5. Footrest
- 6. Footrest locking knob
- 7. Legrest

- 8. Castor wheels
- 9. Front fork10. Front fork
- attachment 11. Nut cover
- 12. Armrest attachment
- 13. Armrest incl. lock
- 14. Quick release hub
- 15. Handrim
- 16. Rear wheel
- 17. Side frame
- 18. Attachment tube footrest
- 19. Serial number

#### M100TR



- 1. Back tube
- 2. Backrest upholstery
- 3. Seat upholstery
- 4. Footrest
- 5. Footrest locking knob
- 6. Legrest
- 7. Castor wheel
- 8. Front fork
- Front fork attachment
- 10. Nut cover
- 11. Armrest attachment
- 12. Armrest incl. lock
- 13. Brake cable
- 14. Brake handle drum brake/ Parking brake
- 15. Wheel 16"
- 16. Side frame
- 17. Attachment tube footrest
- 18. Serial number

## Seat height adjustment

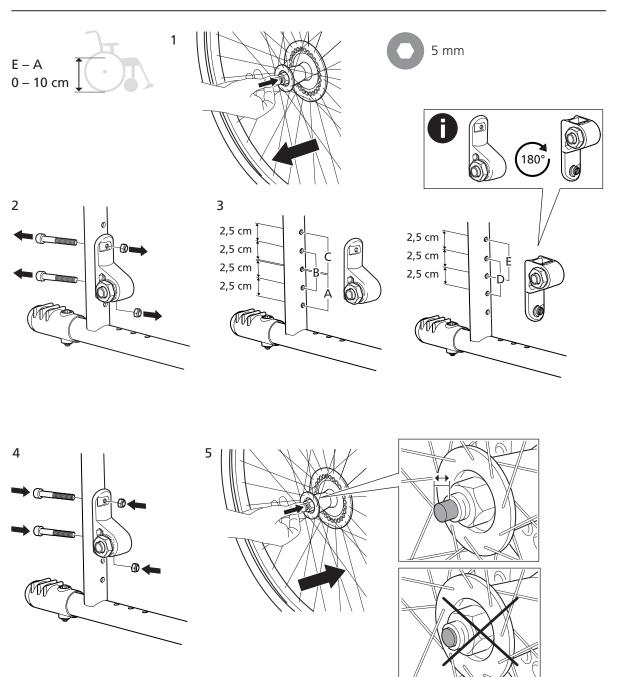
Depending on model the seat height is adjustable without changing rear wheels, front forks or castor wheels.



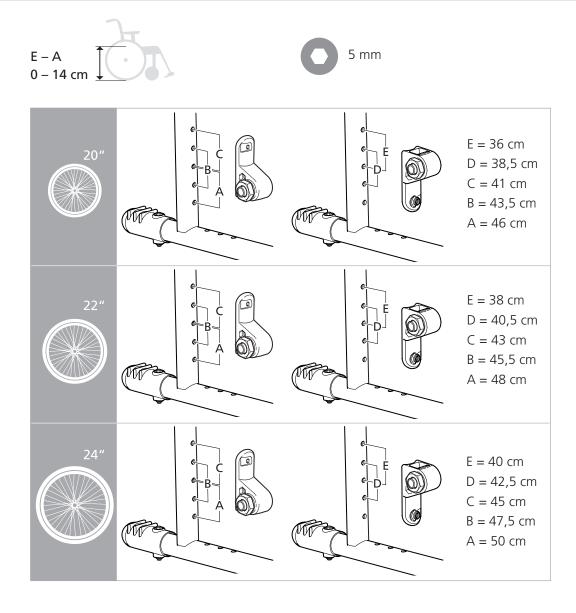
Bear in mind the risk of tipping.



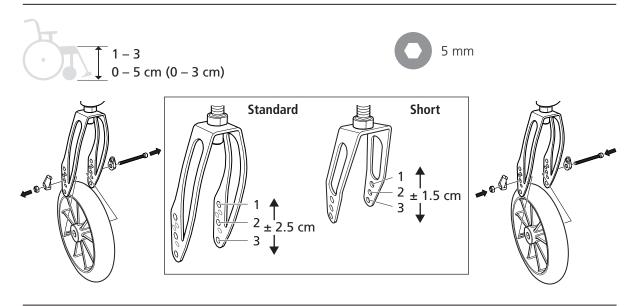
## Seat height adjustment using the rear wheel position



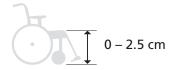
Seat height adjustment with change of rear wheel



Seat height adjustment using the castor wheels' position in the fork



Seat height adjustment using the front fork attachment





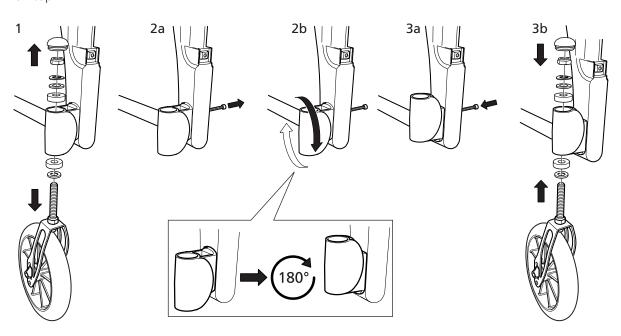


- 1. Remove the nut cover and loosen the front fork as in the illustration.
- 2. Loosen the front fork attachment and rotate 180°.
- 3. Replace the front fork with castor wheels as in the illustration.

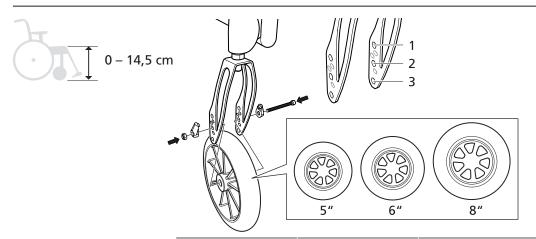
NB: It is also important to ensure that the washers in the attachment (under the retaining nut) are placed in the right order, with the spring washer on top.

Tighten the retaining nut until it cannot be turned any more.

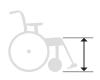
Loosen  $\frac{1}{2}$  – 1 turn. The spring washer then has the correct tension and reduces the risk of the castor wheels starting to "wobble".



Seat height adjustment with change of castor wheel/front fork

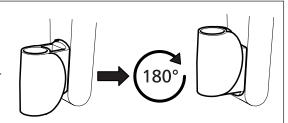


	<b>5″</b> 125*30 mm	<b>6"</b> 150*30 mm	8" 200*30 mm 200*50 mm
Short	38 / 39,5 / 41 cm	40,5 / 42 cm	
	40,5 / 42 / 43,5 cm	43 / 44,5 cm	
Standard		42,5 / 45 / 47,5 cm	45 / 47,5 / 50 cm
104000		45 / 47,5 / 50 cm	47,5 / 50 / 52,5 cm



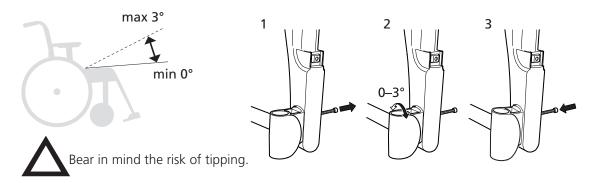
## Note!

Don't forget the adjustment option of rotating the front fork attachment.



### Seat angle

The seat angle can be set at 0° or 3° (see previous illustrations). Adjust the front fork mounting so that the front fork is perpendicular.

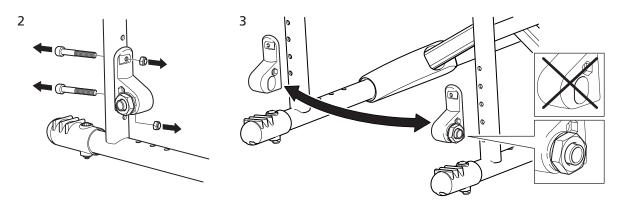


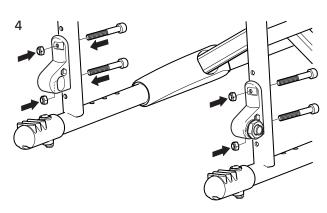
### Balance adjustment/amputee position (only with 24" rear wheels)

- 1. Remove the rear wheel as shown in the illustration on page 6.
- 2. Loosen the rear wheel attachments.
- 3. Change the sides of the attachments.
- 4. Mount them on the rear of the frame.
- 5. Mount the rear wheel according to the illustration on page 6.

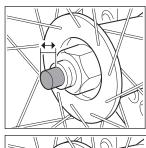


5 mm

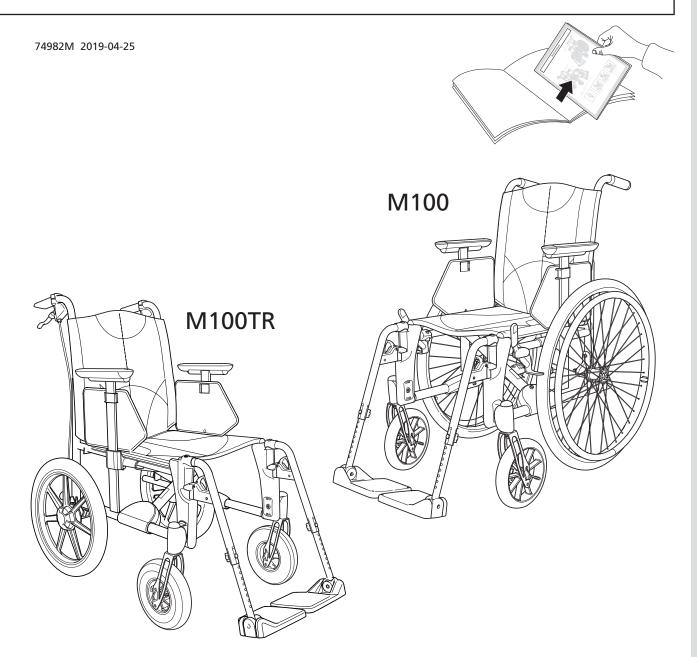




After adjusting the seat height or centre of balance, always ensure that you check the function of the anti-tips.









After adjusting the seat height, centre of balance or backrest angle, always ensure that you check the function of the anti-tips.

## Explanation of symbols



Securing



Do not lift the chair by the armrests



Risk of tipping: Always have the anti-tips down when in motion

## Transportation in vehicles

#### Mobility service bus

Etac's wheelchairs are crash-tested and approved according to ISO 7176-19 with restraint components and 3-point belt from Unwin.

Etac recommends in the following order:

- 1) The user transfers to one of the seats in the vehicle and uses the vehicle's 3-point belt while travelling. The wheelchair is then placed in the boot or safely in the back seat so that it cannot overturn or roll.
- 2) The wheelchair is secured facing forwards in the vehicle as per this manual, the user uses a separate 3-point belt that is secured in the vehicle.
- 3) According to directive 2001/85/EC, appendix VII, point 3.8.3. there are specially marked wheelchair locations in vehicles that permit transport with a wheelchair facing in the opposite direction of travel.

If this means of travel is used, the user/carer must

be aware while travelling, prepared for sudden movements and have the capacity to maintain a safe sitting position throughout the entire journey.

The user's disabilities must not be of such an extent that he/she is not able to hold onto the handles fitted in the vehicle when there are changes of speed or direction.

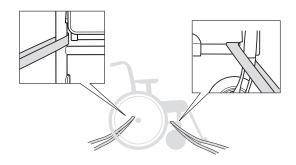
In conjunction with points 2 and 3:

- a correctly adjusted headrest should be used
- the backrest should be level with or above the user's shoulders
- the parking brake should be used
- the anti-tips should be lowered
- accessories/parts that can be removed without tools, shall be removed and secured
- backrest brace must be used
- rear wheels must have handrims

### Securing

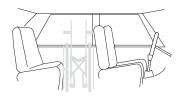


Restraining device must not be put through the wheels.



#### Private car

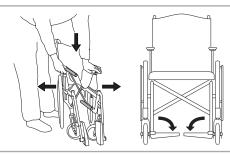
- The wheelchair should preferably be placed in the car boot.
- If the wheelchair is placed in the back seat, ensure that it cannot overturn or roll. If possible secure the wheelchair with the car's safety belt.





### Unfolding

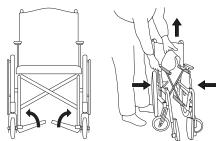
- Push down on one side of the seat frame, using the whole of the flat of the hand.
- Do not hold the seat frame while unfolding as there is a risk of pinching your fingers.
- Flip down the footrests.





#### Folding

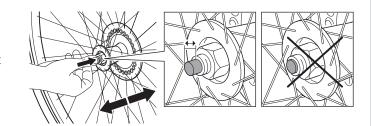
- If a bow handle and/or cross brace is mounted they should be removed.
- Flip up the footrests.
- Lift the seat upwards.





## Rear wheel with quick release hub

 When mounting, always check that the quick release button in the hub pops out completely.



Never stand on the footrests as there is

a risk of tipping!

#### **Footrests**

Adjust the height so that you sense that your feet are receiving support and your thighs are resting against the cushion.

For outdoor use the footrests should be raised 4-5 cm above the ground.

## Adjusting the angle

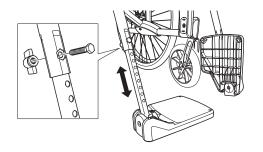
Adjust the angle of the footrests so that your ankles are at a 90° angle.

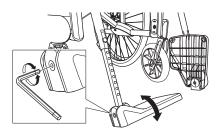


5 mm

## Adjusting the height

Fully loosen the locking knob on the legrest. Remove the screw. Set the height. Replace the screw and handle. Tighten securely.

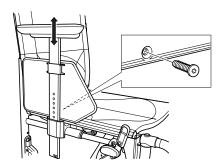




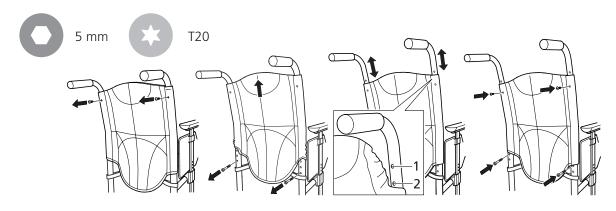
## Armrest (adjustment)

- Loosen the screws on the inside of the side plate.
- Move the armrest up or down to the desired height and tighten the screws.
- If the armrests are set high they support and relieve the pressure on the back better than if they are set low.



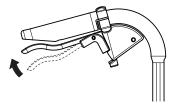


## Adjustment of backrest height and upholstery in standard model



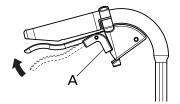


### M100 TR Drum brake



• Brake while in motion by pulling the brake lever upwards.

## M100 TR Drum brake



 Activate the parking brake by pulling the brake lever upwards and pressing in button A.

Release by pressing the lever upwards.

Rear wheel: Clean the quick release axles when necessary. Castor wheels: Clean the castor wheel axles when necessary.

Frame: Clean the frame with a non-abrasive cleaning agent with a pH level between 5 and 9,

or with a 70% disinfectant solution. Rinse and dry.

Upholstery: Wash, see label on upholstery.

For more severe problems, contact the Technical Aids Centre.

(!) When necessary, lubricate moving parts/joints with bicycle oil or similar.

Fault-finding chart			
The wheelchair pulls to the side	<ul> <li>Adjust the front fork attachment's angular setting</li> <li>Check that the front fork attachments are mounted at the same height.</li> <li>Rear wheel mountings are incorrectly fitted</li> <li>The user is distributing weight unevenly</li> <li>More strength being used on one side than the other when moving the chair</li> </ul>		
The wheelchair feels "heavy" to propel	<ul><li>Rear wheel attachments are incorrectly fitted</li><li>Clean the castor wheel axles from hair and dirt</li></ul>		
The wheelchair feels "heavy" to turn	<ul><li>Check that the front forks are not too tight</li><li>Clean the castor wheel axles from hair and dirt</li></ul>		
Brakes not effective	Adjust the distance between brake and tyre		
Rear wheels "loose"	Adjust the length of the axle shaft		
Rear wheels hard to remove/replace	<ul> <li>Clean and lubricate quick release with cycle oil or similar</li> <li>Adjust the length of the axle shaft</li> </ul>		
The castor wheels "wobble"	<ul> <li>The front forks are not tight enough</li> <li>Check that the front fork attachments are mounted at the same height.</li> <li>Adjust the front fork attachment's angular setting</li> <li>Too much weight over the castor wheels. Adjust the chair's centre of balance</li> </ul>		
The wheelchair is hard to fold/unfold	<ul><li>The upholstery is too tight</li><li>Clean and lubricate the cross-parts under the seat</li></ul>		
The wheelchair feels "awkward"	Check that screws, nuts and bolts are properly tightened		



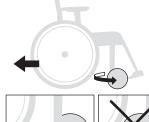
Don't lift the chair by the armrests.



Risk of tipping: Always have the anti-tips down when in motion.



Parking

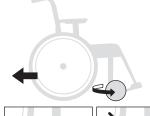


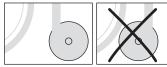






## Transferring into/out of the wheelchair







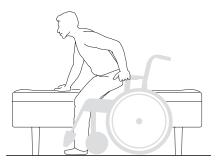








Remove the armrest on the side where transfer is to take place.



## From the front



## Lifting the wheelchair





- Ensure that the vertically adjustable push handles are properly tightened.
- Swing non-lockable legrests in under the seat and lift the wheelchair by the front upper part of the frame.







The following figures show principles for propelling techniques and how to overcome obstacles like steps and curbs.

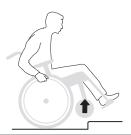


## User, up forwards:

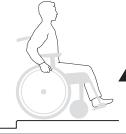
This technique is recommended only for experienced wheelchair users.

– Ensure that the anti-tips are deactivated.









Activate the anti-tips afterwards!



## User, up forwards

This technique only works if there is a low kerb/threshold, relative to the installed height of the footrests.

– Ensure that the anti-tips are deactivated.







Activate the anti-tips afterwards!



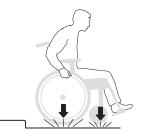
## User, up forwards:

This technique is recommended only for experienced wheelchair users.

– Ensure that the anti-tips are deactivated.











## User, down backwards:

This technique is recommended only for experienced wheelchair users.

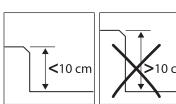
- Ensure that the anti-tips are deactivated.





There is a greater risk of tipping during this manoeuvre!



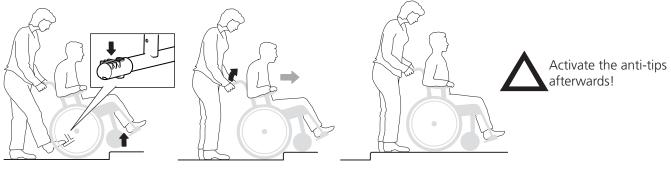






## Care giver, up forwards:

– Ensure that the anti-tips are deactivated.

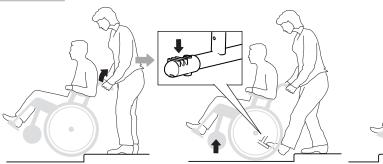




## Care giver, up backwards:

– Ensure that the anti-tips are deactivated.

Activate the anti-tips afterwards!

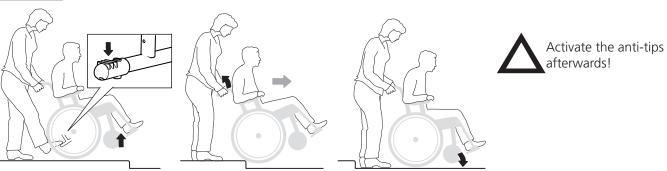






## Care giver, down forwards:

– Ensure that the anti-tips are deactivated.

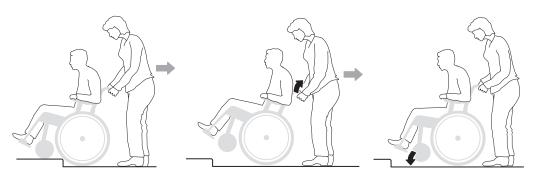




## Care giver, down backwards:

– Ensure that the anti-tips are deactivated.

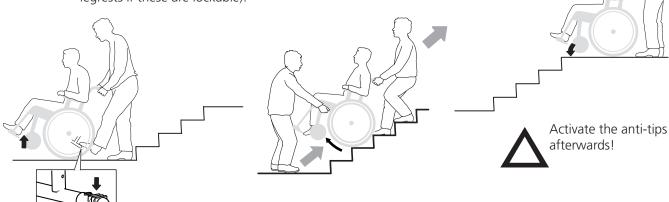






## Stairs, up

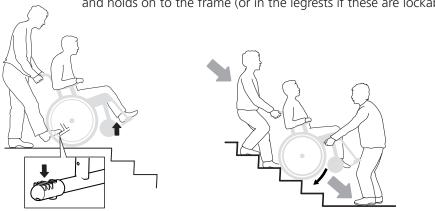
– Ensure that the anti-tips are deactivated. Never use an escalator, even if a care giver is available. Ensure that height adjustable push handles are tightened. We always recommend using two carers for this transfer. One who walks behind and holds on to the push handle and one who walks in front and holds on to the frame (or in the legrests if these are lockable).

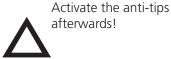




### Stairs, down

– Ensure that the anti-tips are deactivated. Never use an escalator, even if a care giver is available. We always recommend using two carers for this transfer. One who walks behind and holds on to the push handle and one who walks in front and holds on to the frame (or in the legrests if these are lockable).









## Ascending/descending hills

Control your speed using the handrims, not the brakes!

Avoid turning round in the middle of a hill. Always drive as straight up/down as possible. If uncertain, ask for assistance.



Activate the anti-tips afterwards!

## Uphill

Lean forwards to correct your centre of balance.



#### Downhill

Lean backwards to correct your centre of balance.

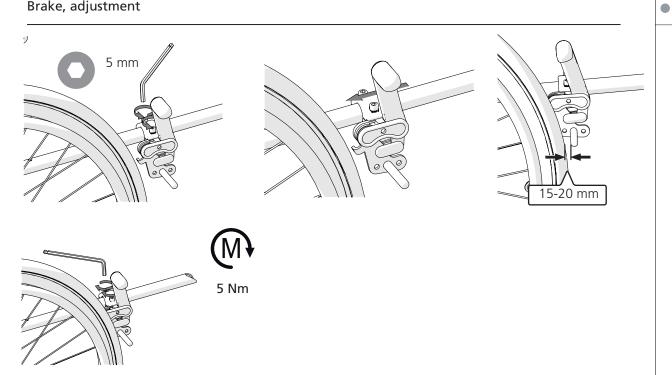


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## 4. Readjustments

Depending on the model of chair you should adjust the brakes and the position of the antitips after setting seat height and angle.

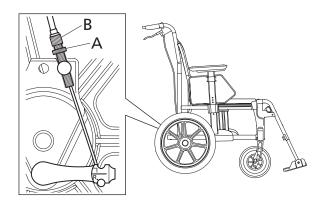
### Brake, adjustment



### Adjustment of drum brake

When adjusting the drum brake loosen the retaining nut (A) and adjust the brake by moving the adjustment screw (B) up/ down. When the brake has a reasonable effect tighten the retaining nut (A).

This adjustment should be carried out when the brake is not functioning satisfactorily.



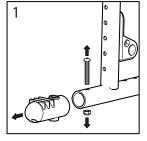
## 4. Readjustments

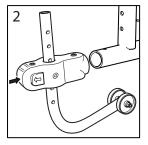
### Anti-tips, turnable

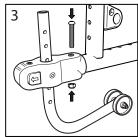
The anti-tips are mounted on the tilters.



5 mm

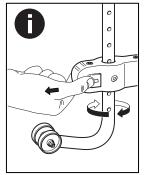


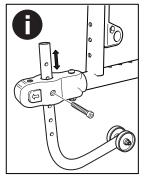


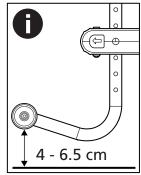




After adjusting the seat height or centre of balance, always ensure that you check the function of the anti-tips.







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## Adjustable upholstery (option)

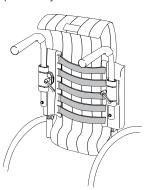
The contour of the backrest upholstery is individually adjustable by using the five Velcro straps and the backrest cover.

- Allow the cover plenty of room between seat and backrest, so that it is possible to "sit in" against the backrest.
- Loosen all the straps and ensure that the user is sitting as far back in the seat as possible.
- Tighten the straps so that they follow the contours of the back and give support for the curve of the back.



Risk of tipping: Always check the positioning of the anti-tips after adjusting the backrest upholstery.

(!) Do not overtighten the upper straps as this can prevent the cross-brace from unfolding properly, i.e. the back tubes do not sit flush in the side-frames.



## Push handles, vertically adjustable (option)

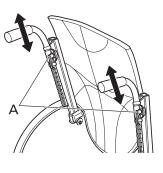
Only in combination with vertically adjustable push handle attachments.

The push handles can be set at intervals of 2 cm.

Loosen the knob (A) and press the plastic washer inwards. Install desired height. Ensure that the push handles are locked in the correct position. Tighten the knob.



Ensure that the knob is properly tightened. This is especially important if the chair is to be lifted with the user sitting in it.



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## 4. Readjustments

## Bow handle (option)

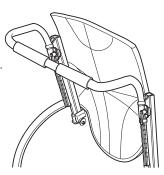
The bow handle is height adjustable and detachable.

It is mounted in the push handle attachment, and is adjusted in the same way as the height-adjustable push handles.

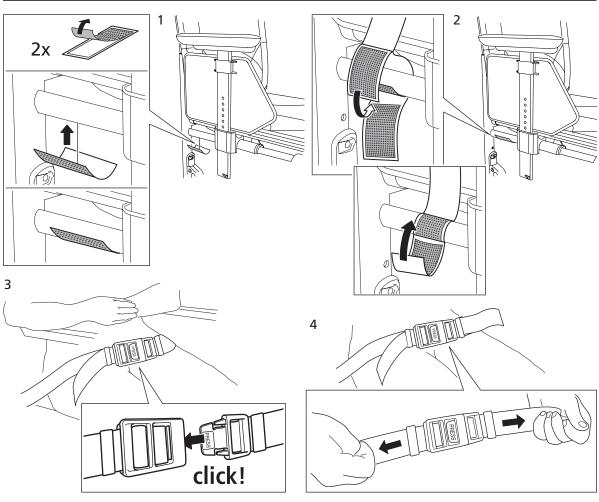
It is also possible to mount a headrest on the bow handle

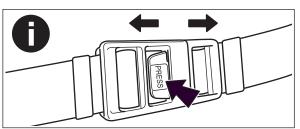
Ensure that the knob is properly tightened. This is especially important if the chair is to be lifted with the user sitting in it.

The bow handle must be removed before the wheelchair can be folded.



## Positioning belt (accessory)





## 5. Accessories

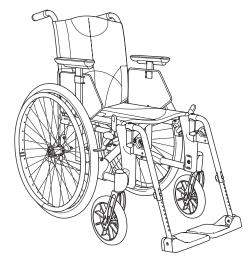
Assembly instructions are provided with all accessories when they are supplied by Etac. Instructions are also available on our website www.etac.com

	M100	M100TR
Brake lever extension	$\circ$	
Legrests narrow angle, lockable only with 5" / 6" Castor wheels	0	
Legrests angle-adjustable incl. calf support	0	0
Amputee legrests	0	0
Drum brake 20 – 24"	$\circ$	
Castor wheels 6"	$\bigcirc$	
Castor wheels 5"	$\circ$	
Backrest upholstery adjustable	$\circ$	0
Push handle height adjustable	0	0
Backrest upholstery fixed, for height adjustable push handles	0	0
Backrest upholstery adjustable, for height adjustable push handles	0	0
Bow handle	0	0
Backrest brace	$\circ$	0
User brake		0

## 5. Accessories

	M100	M100TR
Armrest long	$\bigcirc$	0
Affiliest long		
Anti-tips complete	0	O
Tray	$\circ$	0
Seat cushion	$\bigcirc$	0
Calf strap	0	0
Heel strap	$\circ$	0
Positioning belt	$\circ$	0
Headrest	0	
Spokeguard	$\circ$	
Cane holder	0	0
Tool kit	0	0
Plaster legrest	$\circ$	0
Flag with bracket	0	0
Drip stand	0	0

## 6. M100 standard model



Aluminium and steel tubes. Foldable Frame:

Standard brake Brake:

Push handles: Fixed

Backrest: 37.5 cm – 47.5 cm (2.5 cm interval)

Backrest angle: Fixed

Seat: Adjustable 0 - +3°

Seat upholstery: Fixed Backrest upholstery: Fixed Camber angle: 0°

Rear wheel: 24" quick release solid/aluminium handrims

Castor wheels: 200 x 35 mm Front fork: Standard

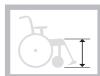
Legrests: Lockable, detachable and turnable Footrest: Angle adjustable (height adjustable with

1.5 cm intervals)

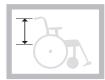
Armrests: Short Tilter: Standard Transport attachment: Standard Max. user weight: 125 kg



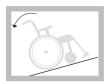




38 - 52,5 cm



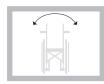
37,5 - 47,5



Max 6° (without anti-tip in most disadvantageous setting)



Max >20°



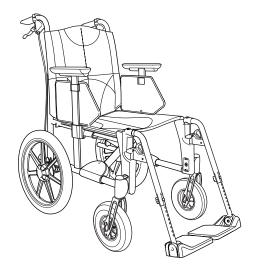
Max >20°

3			KG
13400103	short 40 cm	short 37.5 cm	15.7 kg
13400404	long 46 cm	long 37.5 cm	15.9 kg
13400105	short 40 cm	short 40 cm	15.8 kg
13400106	long 46 cm	long 40 cm	16.0 kg
13400107	short 40 cm	short 42.5 cm	15.9 kg
13400108	long 46 cm	long 42.5 cm	16.1 kg
13400109	short 40 cm	short 45 cm	16.0 kg
13400110	long 46 cm	long 45 cm	16.2 kg
13400111	short 40 cm	short 47.5 cm	16.1 kg
13400112	long 46 cm	long 47.5 cm	16.3 kg
13400113	short 40 cm	short 50 cm	16.2 kg
13400114	long 46 cm	long 50 cm	16.4 kg

M100: The dimensions and weights indicated apply to chairs with 24" rear wheel solid tyres/aluminium handrims, legrests and tilter. Height at front is measured from the seat frame tubes upper side with the seat tipped +3° backwards, the height at the back is measured from the seat frame tubes upper side and the seat depth is measured from the back tubes.

Dimensions and tolerance +/- 2%.

## 7. M100TR standard model



Frame: Aluminium and steel tubes. Foldable

Brake: Standard brake

Push handles: Fixed

Backrest: 37.5 cm – 47.5 cm (2.5 cm interval)

Backrest angle: Fixed

Seat: Adjustable 0 - +3°

Seat upholstery: Fixed Backrest upholstery: Fixed Camber angle: 0°

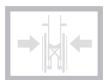
Rear wheel: 16" solid with drum brake

Castor wheels: 200 x 50 mm Front fork: Standard

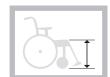
Legrests: Lockable, detachable and turnable
Footrest: Angle adjustable (height adjustable with

1.5 cm intervals)

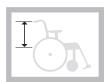
Armrests: Short
Tilter: Standard
Transport attachment: Standard
Max. user weight: 125 kg



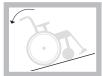




50 cm



37,5 - 47,5



in most disadvantageous setting)

Max 6° (without anti-tip



Max >20°



Max >20°

3			KG
13410103	short 40 cm	short 37.5 cm	16.5 kg
13410404	long 46 cm	long 37.5 cm	16.7 kg
13410105	short 40 cm	short 40 cm	16.6 kg
13410106	long 46 cm	long 40 cm	16.8 kg
13410107	short 40 cm	short 42.5 cm	16.7 kg
13410108	long 46 cm	long 42.5 cm	16.9 kg
13410109	short 40 cm	short 45 cm	16.8 kg
13410110	long 46 cm	long 45 cm	17.0 kg
13410111	short 40 cm	short 47.5 cm	16.8 kg
13410112	long 46 cm	long 47.5 cm	17.0 kg
13410113	short 40 cm	short 50 cm	16.9 kg
13410114	long 46 cm	long 50 cm	17.1 kg

M100TR: The dimensions and weights indicated apply to chairs with 16" rear wheel solid with drum brake, legrests and tilter. Height at front is measured from the seat frame tubes upper side with the seat tipped +3° backwards, the height at the back is measured from the seat frame tubes upper side and the seat depth is measured from the back tubes.

Dimensions and tolerance +/- 2%.

## 8. Service and maintenance

#### Washing backrest and seat

The upholstery is made of two-ply polyester.

The seat upholstery is fastened lengthways to the seat frame.

It can easily be removed from the frame by unscrewing the end caps.

The backrest upholstery is removed by undoing the screws on the upholstery.

Then pull the upholstery upwards and wash according to the washing instructions on the product.

#### Rear wheel/castor wheel

Spokes: Loose spokes can make the wheels

wobble. Consult a cycle dealer or your Technical Aids Centre if it is necessary to adjust the spokes.

Wheel axles: Clean the wheel axles from hair and dirt

as necessary.

Ball bearings: Require no maintenance.

Handrims: If a handrim has a scratch that may

cause injury to the hand when moving the chair forwards, it must be replaced.

#### **Brakes**

Encrusted dirt can have a negative effect on the brake mechanism.

In the event of adjustments, see section Brakes, adjustment.

#### Washing the frame

It is important to keep the wheelchair clean, both for your own comfort and the longevity of the chair. It is equipped with drainage holes which ensures that it is easy to wash and dry.

Clean the frame with a non-abrasive cleaning agent with a pH level between 5 and 9, or with a 70% disinfectant solution. Rinse and dry.

#### Miscellaneous

If there is a fault in your wheelchair you should contact your dealer or Technical Aids Centre. Defective wheelchairs should not be used.

If your chair needs reconditioning or repair, only original parts from Etac or components with equal quality should be used.

Etac will not be held responsible for damage or injury caused by use of non-original parts.



When necessary, lubricate moving parts/joints with bicycle oil or similar.

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