

TOP DOOR PIN REPLACEMENT

To replace the top pin of a door you need to first remove the door insert. If the top pin is broken remove any pieces with needle nose pliers. Pull the door insert a little away from the frame and, with the bottom of the door resting on the floor, pull up on the door insert so that it comes out of the bottom of the frame (the bottom door pin should still be sticking out of the bottom of the frame). Remove the bottom door pin with pliers. With the door insert completely removed from the frame tap the new top door pin into the upper part of the door insert (you may need to use a little Vaseline on the pin to make it insert smoothly.) Next, set the frame flat on a table and put the door insert into the inner perimeter of the frame. Line up the insert pin with the frame hole (the pin sticking out of the insert should go into the frame hole) and push the two sections together. The bottom door pin should be inserted next. Follow the instructions below to re-insert the bottom door pin.

BOTTOM DOOR PIN REPLACEMENT

To replace the bottom pin of a door you need to first remove the old pin (or the remaining sections of the pin if the pin is broken in two). Do this by spreading the bottom panel frame and the bottom of the door apart. Next, take some needle nose pliers and pull the pin out and away from the bottom panel. Reinsert the new pin by tapping it into the pin hole that is on the outside of the bottom panel. **Do Not** Tap the pin in all the way. Tap it so that a little of the pin is sticking out on the bottom (about 1/16" sticking out). This will keep the pin from sliding up into the bottom panel. Take some super glue and put a drop on the edge of the pin. Let dry before placing on floor.

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