

# User Instruction Manual

## 4H860 Chapel Trolley



### Parts Supplied;

Chapel Trolley  
IR Handset  
Battery Wall Charging Unit  
Skirt

### Distributor

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## 1. PRODUCT DESCRIPTION

This product has been designed to be a multi-role trolley. It reduces the amount of manual handling required to move a casket and provides a platform for the casket to be viewed in a Chapel.

The High/Low and Casket brake are powered by a 24V electrical system with a rechargeable battery.

The High/Low and Casket braking features are operated via an InfraRed cordless handset and a cable connected handset.

Braking is provided by a foot operated floor brake.

The Chapel Trolley also comes with a two-piece removable skirt which surrounds the trolley. This provides an aesthetically pleasing look when the trolley is used in the Chapel viewing role.

## 2. SPECIFICATIONS

Maximum Load  
250kg

Platform Height  
High: 890mm  
Low: 490mm

Overall Dimensions (low height setting)  
Width: 1210mm  
Height: 500mm  
Depth: 520mm

## 3. OPERATING INSTRUCTIONS

### 1. InfraRed handset

When operating the electronic features with this handset make sure to point it towards the center of the trolley as best as possible. This will insure the trolley operates smoothly. The working range is up to 5m.

The top two toggle switches operate the functions. Top switch operates the casket brake and the bottom switch operates the High/Low function. See figure 1

The handset is powered by three 'AAA' sized batteries.

### 2. Cable connected handset

This is generally used as a back-up handset if the IR handset has been lost or if the batteries need replacing. This handset is also used when the unit needs to be re-activated after the main battery has been removed for charging. The top switches operate the casket brake and the bottom switches operate the High/Low. See figure 2

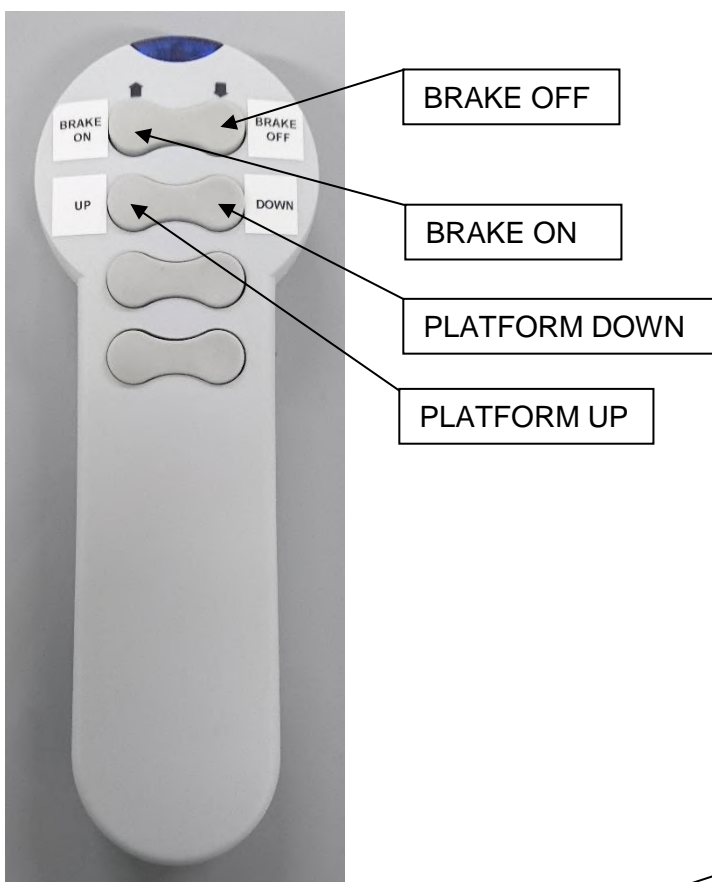


Figure 1

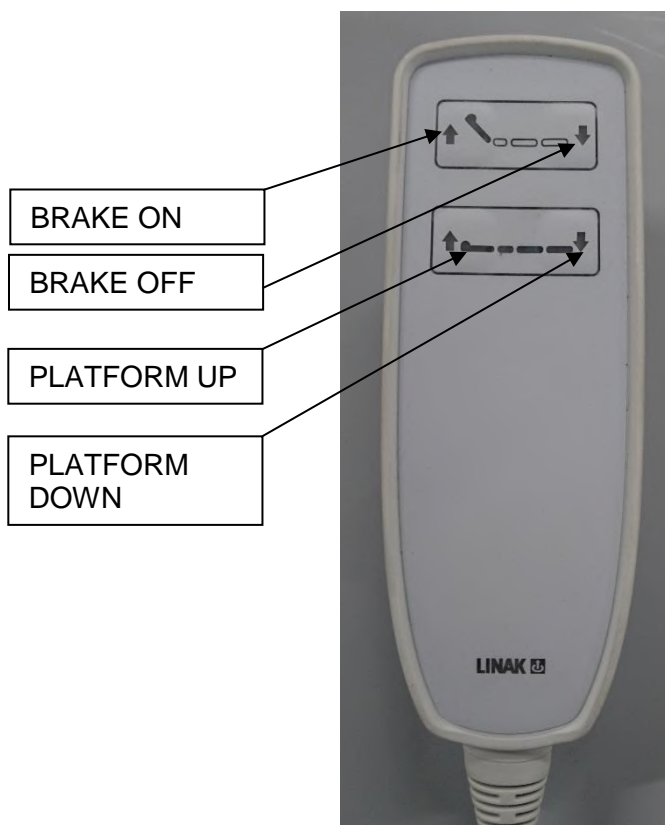


Figure 2

3. High/Low function (Raising & Lowering the platform)

Raising Platform: Press the UP button until desired height is reached.

Lowering Platform: Press the down button until desired height is reached.

4. Casket brake function

To apply the brake, press the BRAKE ON button until a two-tone beep is heard.

To turn off the brake press the BRAKE OFF button until the casket is lowered onto the rollers and can be moved along the platform.

5. Floor brake

The floor brake is positioned in the middle of the trolley, there is one on each side.

To apply the brake use your foot and push down on the black and yellow pad until it locks down into position. See figure 3.

To release the floor brake push down on one of the plates either side of the black and yellow pad. See figure 4.



Figure 3



Figure 4



6. Removing the main battery for charging.

The battery needs to be removed from the trolley and placed on a wall charging unit.

The battery is located at one end of the trolley, raise the skirt to locate it. Remove one section of the skirt that covers the battery to make it easier for removal. See figure 5.1

Use one hand to support the battery and the other to locate the retaining clip. Release the clip and slide out the battery. See figure 5.2 & 5.3



Figure 5.1



Figure 5.2



Figure 5.3

7. Charging the main battery

The trolley is supplied with a battery charger on a mounting bracket. This should be secured in a cool, dry place with access to a 240V power point. Mount the wall charger securely to a wall.

It is recommended to charge the battery when the trolley is not in use. The battery can be left on the charger overnight.

Place the battery onto the wall charging unit and make sure the retainer clip locates onto the bracket. Check that the charger power supply and the charge light is on. When the battery is fully charged the charge light will turn green. This process from a flat battery generally takes 4Hrs. See figure 6.1 & 6.2



Figure 6.1

POWER SUPPLY LIGHT



Figure 6.2

CHARGING LIGHT

8. Fitting main battery to trolley

Hold the battery in the middle with one hand and with the other hand hold the retaining clip end. Slide the battery onto the bracket and pull the retaining clip open, then engage the battery into the box and release the clip. See figure 7.1 & 7.2

**NOTE: THE ELECTRICS MUST BE RE-ACTIVATED BEFORE USE.**

To do this grab the cable connected handset and press the BRAKE ON button once. The IR handset will then be ready to use. See figure 7.3



Figure 7.1

SLIDE ONTO BRACKET



Figure 7.2

PULL RETAINER CLIP  
TOWARDS YOU

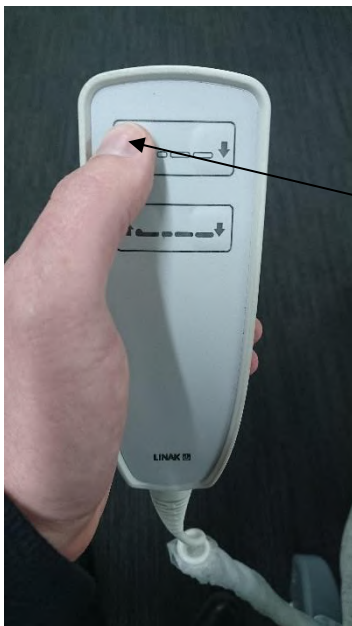


Figure 7.3

BRAKE ON BUTTON



9. Emergency stop button

The red button is located on the box next to the main battery. When pressed it will shut down the electronics. To re-activate the system, turn the button a ¼ clockwise and it will spring out. Wait 5 seconds and press any button on the cable connected handset, this will re-activate the system. See figure 8.1 & 8.2

**NOTE: YOU MUST WAIT 5 SECONDS BEFORE PRESSING THE BUTTONS ON THE CABLE CONNECTED HANDEST.**



Figure 8.1

EMERGENCY STOP  
BUTTON.

PRESS TO STOP.  
ROTATE TO START.



Figure 8.2

CABLE CONNECTED  
HANDSET.

PRESS ANY BUTTON TO  
RE-ACTIVATE.

#### 10. Fitting skirt to trolley

The skirt comes in two pieces, find the center of the platform by using the center roller as a guide. Grab one skirt and start in the center and press the Velcro into the frame. See figure 9.1

Pull the skirt tight as you move it along the frame so there are no creases. Work your way along to the other side. Repeat the same process with the second piece but this time overlap the start with the first one. See figure 9.2, 9.3, 9.4 & 9.5



Figure 9.1



Figure 9.2



Figure 9.3



Figure 9.4



Figure 9.5

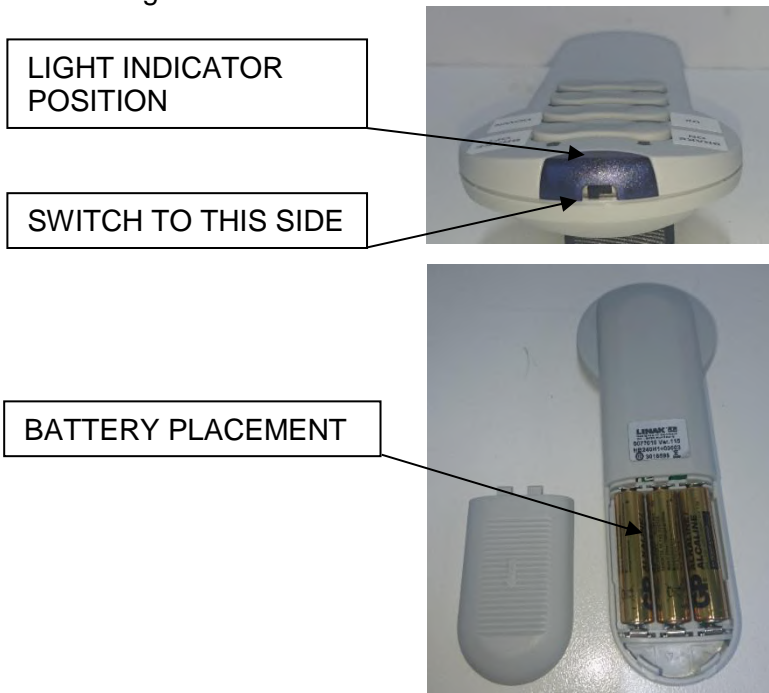
NOTE OVERLAP

## 4. FAULT FINDING

### FAULT

#### IR handset does not operate the electrics: check items below

- Check that the main battery is fitted and the electrics have been activated as per instructions in section 8.
- The emergency button has not been pressed in. Rotate button clockwise, if button spring out re-activate as per instructions in section 9.
- Check that the blue light comes on at the end of the handset when a button is pressed. If no light comes on it indicates that the batteries in the handset are flat and need changing. Three AAA's required. See image below
- Check that the switch in the end of the handset is in the correct position. See image below.



#### Both handsets do not operate the electrics and when the buttons are pressed a continuous beep sound is made.

- The electrical system needs to be reset. Remove the main battery and then follow the instructions in section 8.

## 5. CLEANING

The trolley can be cleaned with a mild detergent using a soft cloth or sponge.  
Avoid spraying water directly into the electrical components.

The skirt can be machined washed on a delicate cycle and air dry, do not tumble dry.

## 6. MAINTENANCE

### Daily

- Visually check the trolley for any signs of damage.
- Check that the handset and electrical features work correctly
- Check castors roll freely
- Check Floor Lock operates correctly

### Weekly

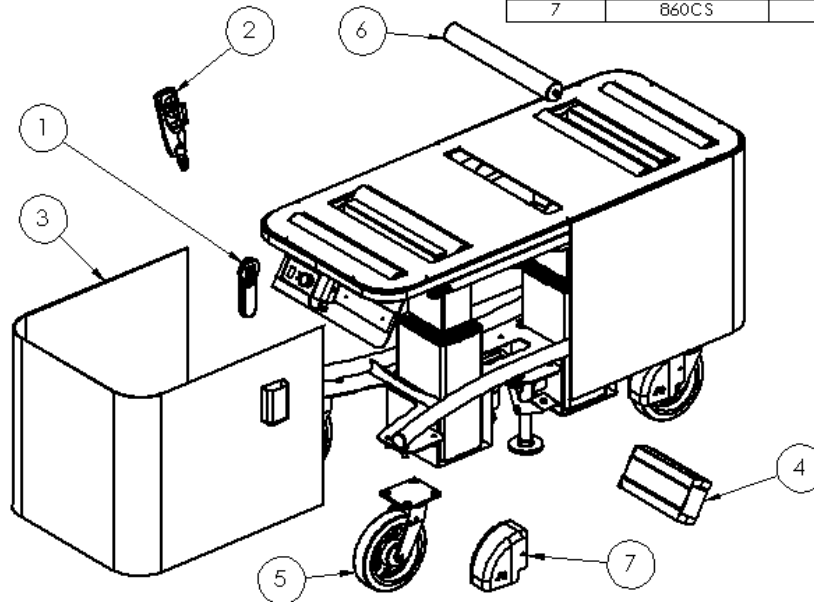
- Charge battery if not done daily as part of the routine

### Annually

- Check all fasteners, fixings and electrical components

## 7. SPARE PARTS

| ITEM NO. | PART NUMBER | DESCRIPTION                | QTY |
|----------|-------------|----------------------------|-----|
| 1        | HD20        | IR HANDSET                 | 1   |
| 2        | HD80        | CABLE CONNECTED HANDSET    | 1   |
| 3        | 4H860S      | SKIRT (2 PIECE SET)        | 1   |
| 4        | COBO        | BATTERY                    | 1   |
| 5        | CS200BRJ2   | Ø200 SWIVEL CASTOR J2      | 4   |
| 6        | RP450X50    | ROLLER PLASTIC 450mm x Ø50 | 5   |
| 7        | B60CS       | CASTOR SHROUD              | 4   |



| DRAWN | NAME      | DATE     | REV |
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WARRANTY:

THE CHASSIS:

PROCESS: **SPARE PARTS**

DO NOT SCALE DRAWING

REVISION 1

FILE:

**4H860  
CHAPEL TROLLEY**

DWG NO.

4H860 SPARE PARTS LIST

A4

SHEET 1 OF 1