

# PORTAL LIGHT

---

*by* OAKWORKS®

## OPERATION INSTRUCTIONS



Made in   
the USA  
with US & imported parts

Toll Free: 800.558.8850    Phone: 717.235.6807    [www.oakworks.com](http://www.oakworks.com)

OAKWORKS®

# PORTAL LIGHT *by* OAKWORKS®

## OPERATION INSTRUCTIONS



1) Move Horizontal bar down



2) Insert bar into arm



3) Wrap Velcro to secure

### SETTING UP YOUR MASSAGE CHAIR

1. Holding folded chair as shown, move the horizontal bar down & insert the bar into locking arm. (photo 1 & 2)
2. Wrap velcro around inserted bar to insure locking. (photo 3)
3. Loosen face rest knobs and insert face rest platform arms into the tubes on the back of the chest pad plate. (see photos 4 & 5)

### HELPING YOUR CLIENT ONTO THE CHAIR

1. Have your client stand on the side of the chair and grasp the chair frame just above the chest pad for support.
2. Have the client straddle the seat and place their far knee on the knee pad.
3. Your client can then gradually begin to sit down. Once seated, the client can put their other knee on the knee pad.
4. You can then make the adjustments to the face and arm rests for proper client comfort and positioning.



4) Face rest knob



5) Vertical adjustments



6) CamLock



7) Face rest positioning

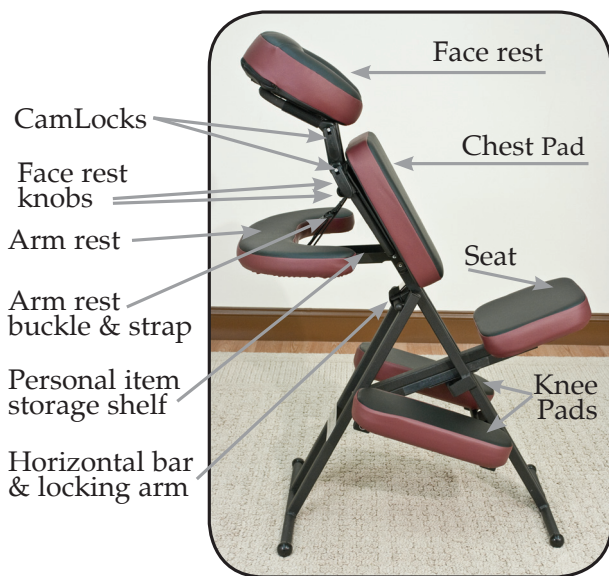
### FACE REST ADJUSTMENTS FOR OPTIMAL CLIENT COMFORT

#### 1. General Adjustment Information

- A. Oakworks QuickLock™ face rest has virtually unlimited positioning options. Vertical adjustment is achieved by loosening the knobs, raising or lowering the face rest & then tightening the knobs (photo 4 & 5). Angle adjustments are achieved by unlocking the CamLocks & moving the face rest. (figure 6 & 7)
- B. The locking cams on the face rest can be easily reversed to the other side of the chair if desired. Loosen the knobs, remove the face rest, reverse the rods & re-insert into the tubes. Tighten the knobs. (photo 4 & 5)

#### 2. Adjustment for optimal client comfort

- A. Release the CamLocks and knobs on the face rest (photo 4 & 6)
- B. Have your client lean forward into the chest pad, letting the chair support their weight.
- C. Ask your client to hold onto the face rest and to pull the face rest toward them until their forehead rests comfortably on the pad.
- D. Lock the CamLocks and tighten the knobs securely. Do not over tighten the knobs - too much force may cause stripping.



## CAUTION

MAXIMUM WORKING LOAD RATING  
**300 LBS. (136 KG)**

### ARM REST ADJUSTMENTS

- Note: The arm rest is designed to support the weight of your client's forearms. Do not allow your clients to push against the arm rest to lift themselves out of the chair. The arm rest will not support your client's full weight.
- You will need to lift or lower the arm rest until your client's forearms rest comfortably on the pad and his/her shoulders are relaxed.
  - To lower the arm rest, lift the buckle and extend the strap. (photo 8)
  - To raise the arm rest, pull on the strap. (photo 9)

### FOLDING YOUR MASSAGE CHAIR

- Unlock Velcro from around the inserted bar and remove bar from locking arm. (photo 10 & 11)
- Raise pivot section and push up on arm rest. (photo 12). Tighten Arm rest strap.
- Remove face rest crescent, Loosen the face rest knobs & CamLocks, raise the face rest & fold forward over chest pad. Replace crescent. Tighten knobs and CamLocks. (photo 13)

### CARRYING YOUR CHAIR WITH STRAP

- To carry your chair with the carry strap, First, fold the chair as instructed above. Attach the carry strap to the D-Rings on the frame of the chair. (photo 14)
- Lift the chair by holding onto one of the main frame tubes & place the strap on your shoulder. (photo 15)



15) Carry position



8) Lengthen Strap



9) Tighten Strap



10) Unwrap Velcro



11) Remove Bar



12) Fold up the chair



13) Fold head rest



14) D-Ring



# PORTAL LIGHT

by OAKWORKS®

## OPERATION INSTRUCTIONS

### CONTACT INFORMATION:

OAKWORKS® Inc.

923 East Wellspring Road  
New Freedom, PA 17349

Phone: 717-235-6807

FAX: 717-235-6798

[www.oakworks.com](http://www.oakworks.com)

### CLEANING & MAINTENANCE

- The best way to protect your product is by using sheets, fleeces, and accessory covers that prevent oil and body contact from occurring. Your table should be cleaned and/or disinfected only as needed.
- We recommend cleaning your upholstery fabric to protect it against oil stains and dirt which will cause cracking and permanent stains over time. Clean your upholstered items when needed using a mild solution of 4:1 diluted non-alcohol cleaner such as 409®, Fantastik®, Green Windex or some other non-abrasive cleaner. For disinfecting purposes you may use Protex, MadaCide, Accell TB, Virox (Canada) or a diluted 1/100 bleach solution. Dry the table immediately after cleaning to remove excess cleaning solution. Using citrus based cleaners or other strong cleaners, such as alcohol, acetone, higher concentrations of bleach or other products that contain high concentrations of these substances, can shorten the life of your fabric, or discolor it. Note: Damage caused by these cleaners will not be covered under the warranty.
- DO NOT store in temperatures below 32°F/0°C or above 95°F/35°C. Extreme hot and cold temperatures will damage the upholstery fabric and may cause cold-cracking, brittleness and stretching. Always keep your table away from heaters, electrical appliances and direct sunlight.
- It is important to visually inspect your chair on a quarterly basis to make sure there are no missing parts and that all parts are in good working order without excessive wear. Check all nuts, bolts and screws. Over time they may work their way loose, leading to an unsafe condition. Tighten any of these if they are loose. The chair should not be used if any problems are found until they are fixed.

Manual Part Number MMMNPP0002

Revision date: O2810

Edition 1 - October, 2010

Printed in English

Printed in USA



# OAKWORKS®