

## Serger Tote / Embroidery Bag feet assembly instructions

Tools needed:



Philip screwdriver



6 sided hex shaped  
screwdriver (Only  
needed for attaching  
the taller feet.)

Parts for shorter feet with no hole:



Parts for taller feet with hole:



### **For Serger Totes with shorter feets (approx 5-8 yrs old)**

#### **Steps**

- 1.) You will need a philip screwdriver.
- 2.) Remove the floorboard out of the bag. (If you are handy in unstitching and sewing the lining at the bottom, you may do so. Placing the screw through the lining is easier.)
- 3.) Poke a small hole from the bottom of the bag through lining where screw will go through.
- 4.) Place washer with the screw from inside the bag, through the hole.
- 5.) Twist feet onto screw from outside bottom of the bag.
- 6.) Use the screwdriver to tighten screw into the feet.
- 7.) Replace floorboard.

### **For current Serger Totes with taller feets**

#### **Steps**

- 1.) You will need a philip screwdriver and hex shaped screwdrivers.
- 2.) Remove the floorboard out of the bag. (If you are handy in unstitching and sewing the lining at the bottom, you may do so. Placing the screw through the lining is easier.)
- 3.) Poke a small hole from the bottom of the bag through lining where screw will go through.
- 4.) Place washer with the screw from inside the bag, through the hole.
- 5.) Place replacement feet at the bottom of the bag, onto the screw.
- 6.) With the hex shape screwdriver, screw the nut on bottom of the feet and secure tightly.
- 7.) Repace floorboard.

### **For all Embroidery Bags**

#### **Steps**

- 1.) You will need a philip and hex shaped screwdrivers.
- 2.) Remove the padded dividers.
- 3.) Lift up the inner lining on all four sides which are velcro attached at the bottom.
- 4.) Remove the square/rectangle shaped hard board.
- 5.) Poke a small hole from the bottom of the bag through lining where screw will go through.
- 6.) Place washer with the screw from inside the bag, through the hole.
- 7.) Place replacement feet at the bottom of the bag, onto the screw.
- 8.) With the hex shape screwdriver, screw the nut on bottom of the feet and secure tightly.
- 9.) Place back the square/retangle hard board and velcro closed all four sides.