

SETTING UP LOOM FROM ITS FOLDED STATE

1. Place loom in a location where there is enough room at the front, sides and back of the loom so you can move around it. Make sure the location has access to a good source of light, Also treat the loom like any piece of fine furniture and make sure it is in controlled humidity and temperature environment.
2. Unhook the spring hooks from the screws protruding from the left and right back (warp) beam upright on both sides of the loom.

SET UP FRONT BEAM

3. If there is a warp already on the loom, do this step next. Slip the cloth beam ratchet assembly **SPRING** off of the pawl to release the pawl from the ratchet gear and therefore release the tension on the cloth/warp.
4. Carefully and slowly pull the 2 front (cloth) beam uprights away and down from the castle. The front section uprights should fall to the floor and the attached beater will swing forward with it.
5. Attached at the foot of the castle, you'll find the left and right steel braces. Swing them forward, remove the wing nut from the bolt on each, put the bolts through the holes in the left and right cloth beam uprights, reattach the wing nuts to the bolts and tighten them securely. (To get the bolt into the hole may require wiggling the top of the castle slightly back and forth at the same time.)

SET UP TREADLE ASSEMBLY

6. Now you can move the treadle assembly into place by loosening the wing nuts mounted low on the inside left and right front beam uprights. Swing the treadle assembly toward the castle and then down to the floor, and then pull it back towards you until the assembly meets the black cross bar mounted to the base of the two uprights.
7. Attach the hook at each end of the treadle assembly to the cross bar to prevent the treadle assembly from moving during weaving. **THIS IS IMPORTANT TO PREVENT DAMAGE TO JACK MECHANISM.** (CAUTION - NEVER USE THE CROSS BAR TO ASSIST IN LIFTING THE LOOM, ONLY USE THE PROVIDED HANDLES ON THE SIDES OF THE CASTLE)
8. Retighten the wing nuts.
9. Now remove the "treadle transport stabilization bar" by untying the strings holding it to the base of the castle and pull it out. Store away until loom needs to be transported elsewhere.

UNLOCK THE SHAFTS

10. Unpack the spared parts storage assembly locked in the top of the castle by disconnecting the three velcro straps that hold it in place. Then push up from below on the board from inside the castle and the entire assembly can be lifted out.
11. Now visible, remove the shaft wedgies marked left and right at the 2 inner ends of the castle. Release the ribbon belt, then slide both left and right wedgies towards the center of the castle until their pegs clear the castle sides. Then the wedgies can be pulled out the back of the castle. Strap the wedgies to the d-rings attached to the spare parts container removed in #10 above.

SET UP BACK BEAM

12. At the back of the castle pull the back (warp) beam uprights out and push the folding steel braces down until they lock the back beam securely in place. **WATCH** the warp beam ratchet gear area carefully to make sure the brake release chain does not get caught on anything during the unfolding process.
13. If the loom has a warp on it (step 3), reattach the **SPRING** to the pawl (the pawl has a notch) on the cloth beam ratchet gear leaving the warp slightly relaxed.
14. To optimize loom operation, see "Adjustments and tips" in Macomber Instruction manual attached.