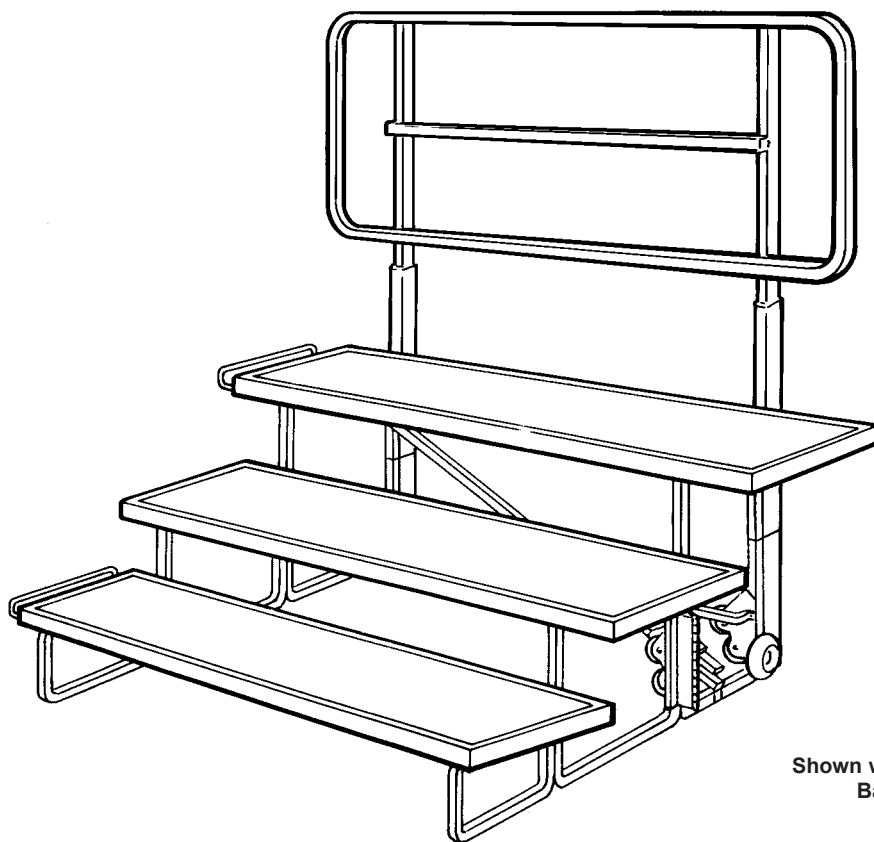




Owner's Manual  
**Tourmaster™ Choral Riser**  
Series 024H 3-Step with Foot Operated Slider



Shown with Optional  
Backrail

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Visit the Tourmaster Choral Risers web page at [wengercorp.com](http://wengercorp.com) for more information.

**Note:** Please read and understand these instructions before working with the riser.

**Note:** If you need additional information, contact Wenger Corporation using the information below.

# ***Important User Information***

---

## ***General***

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Printed and bound in the United States of America.

The information in this manual is subject to change without notice and does not represent a commitment on the part of Wenger Corporation. Wenger Corporation does not assume any responsibility for any errors that may appear in these instructions.

In no event will Wenger Corporation be liable for technical or editorial omissions made herein, nor for direct, indirect, special, incidental, or consequential damages resulting from the use or defect of these instructions.

The manufacturer reserves the right to change this product at any time.

The information in this document is not intended to cover all possible conditions and situations that might occur.

The end user must exercise caution and common sense when assembling or installing Wenger Corporation products. If any questions or problems arise, call the Wenger Corporation at (800) 4WENGER (493-6437) or +1-507-455-4100 worldwide.

## ***Manufacturer***

The Tourmaster™ Choral Riser 3-Step Model is manufactured by:

Wenger Corporation

555 Park Drive

Owatonna, MN 55060

(800) 4WENGER (493-6437) • +1 (507) 455-4100

wengercorp.com

## ***Intended Use***

- This product is designed to be an elevation step for vocal groups.
- This product is intended for indoor use in normal ambient temperature and humidity conditions — it must not be exposed to prolonged outside weather conditions.
- This product is intended to be assembled and used only as described in these instructions.

## ***Warranty***

This product is guaranteed free of defects in materials and workmanship for fifteen full years from date of shipment. A full warranty statement is available upon request.

## ***Safety Precautions***

---

Throughout this document you may find cautions and warnings which are defined as follows:

- **WARNING:** Failure to follow the instruction could result in serious injury or damage to property.
- **CAUTION:** Failure to follow the instruction could result in minor injury or damage to property.

Read all of these safety instructions before assembling or using the equipment.

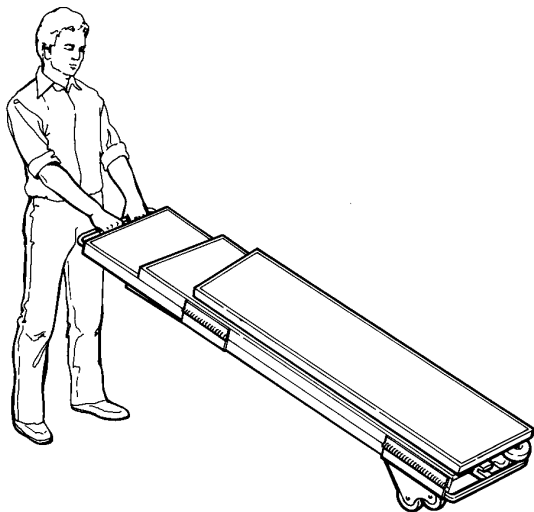
### **CAUTION**

*Make sure that anyone working on the Tourmaster Choral Riser has read and understands these instructions.*

### **CAUTION**

*Failure to comply with Warnings and Cautions in this document can result in damage to property or serious injury.*

## Set Up



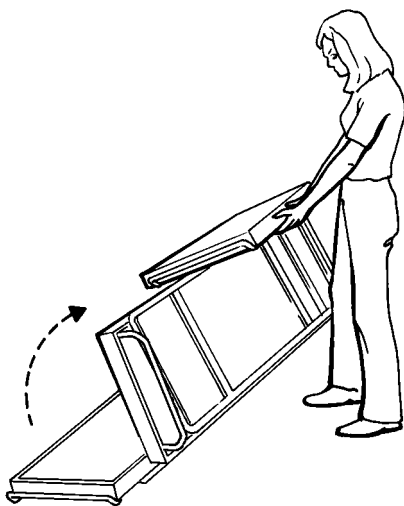
### **⚠ CAUTION**

*Set up and use the riser only  
on a FLAT SOLID surface.*

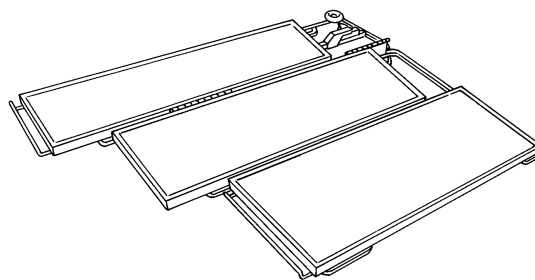
1. Roll the riser (push or pull it) to the performance or rehearsal area.



2. Grasp the side of the top step.



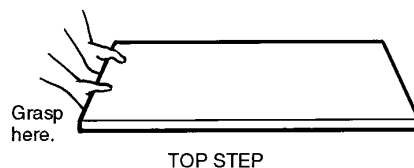
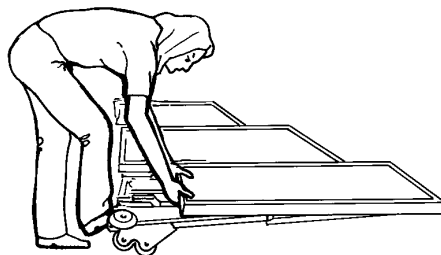
3. Unfold.



4. Lay the riser flat on the floor, carpet-side up.

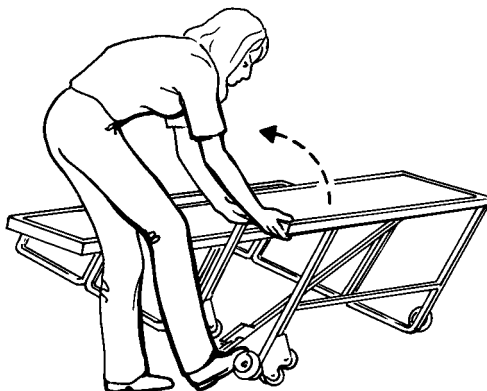
## Set Up (continued)

5. Grasp the end of the top step at the "hand position" decals, and place your right foot on the riser leg decal.



### **⚠ WARNING**

*To avoid injury, grasp ends of top step only at "hand position" decals.*



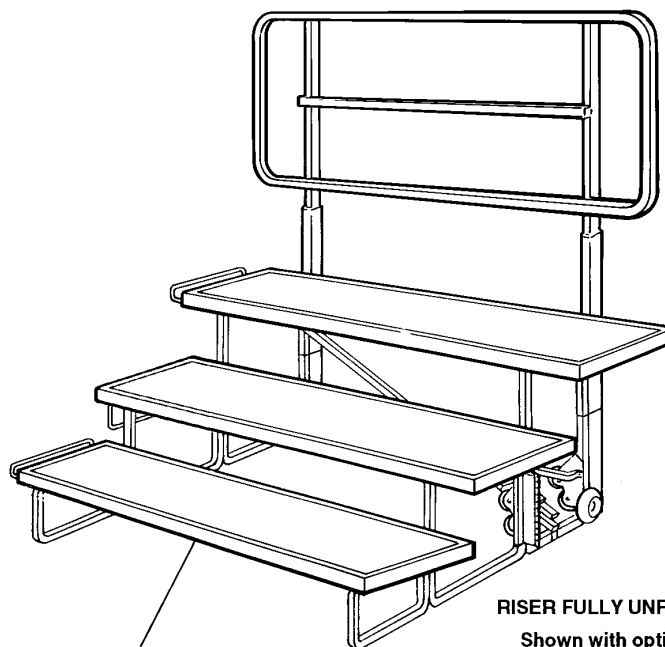
6. Lift the riser toward you until you hear the latch pin snap twice. When lifting, keep your foot on the leg decal and lean back so your body weight helps pull up the riser.

**Important:** The rear legs must be straight up and down, and the second lock must be engaged, or the riser is not fully latched.

7. To install a back rail, side rail or 4th-Step unit, refer to the instructions on pages 8 to 10.

### **⚠ WARNING**

*Riser will fall if latch pin is not properly engaged.*



**RISER FULLY UNFOLDED**  
Shown with optional  
Back Rail  
(recommended for all Risers)

## Take Down

---

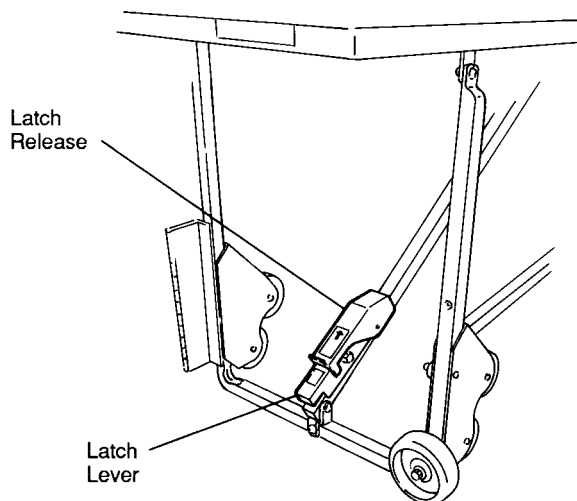
1. Kick the latch release forward, and at the same time press down the latch lever with your foot.
2. Grasp the end of the top step at the "hand position" decals, and lower the unit flat on the floor.

### **CAUTION**

*The unit will drop to the floor quickly.*

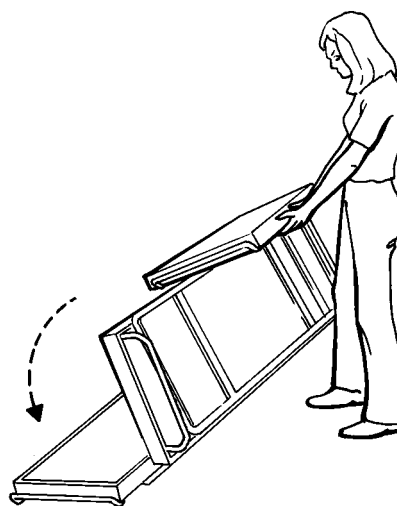
### **WARNING**

*Do not store riser units standing on end.*



### **Step 3**

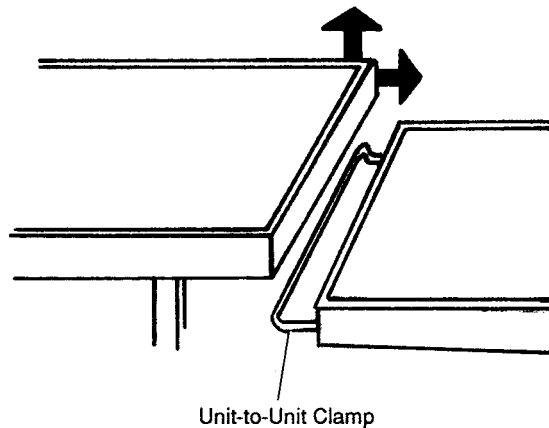
Fold the Riser.



## Lock Units Together

---

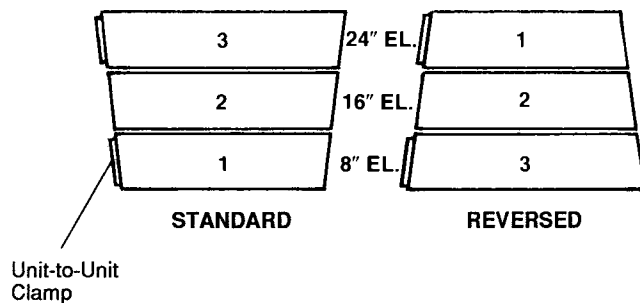
1. Before you lock any units together, set up all units and move them into position next to each other.  
To move a 3-step riser, lift the 1st step and roll the unit on its two positioning wheels.  
With 3-step risers, also attach any back rails and 4th-step options (see pages 10-11).
2. Lift one riser, and place it over the unit-to-unit clamp on a second unit.  
If the riser hangs up on the clamp, loosen the clamp's two capscrews. Adjust to fit, and re-tighten the capscrews.



## Reverse Step Arrangement

---

1. Take off the first and third steps by loosening the capscrews that hold the steps to the legs. Don't loosen the second steps capscrews yet.
2. Turn the first and third steps end-for-end, and switch their places as shown. Reattach the steps to the legs.
3. Remove the second step, turn it end-for-end, and reattach it to the legs.
4. Be sure all capscrews are tightened securely.
5. Remove the unit-to-unit clamps, and reattach them at the opposite end of the steps.
6. If a back rail is used on a reversed riser, reverse the rail loop also.



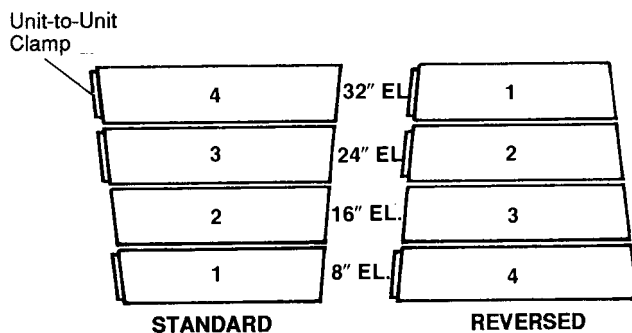
To do this, depress the two snaps, separate the loop, turn the rail around, and snap it back together (see page 11).

## ***Reverse Step Arrangement with Optional 4th-Step Addition***

---

1. Take off the first and fourth steps by loosening the capscrews that hold the steps to the legs. Don't loosen the second or third steps capscrews yet.
2. Turn the first and fourth steps end-for-end, and switch their places as shown. Reattach the steps to the legs.
3. Remove the second and third steps. Turn them end-for-end, switch their places as shown, and reattach them to the legs.
4. Be sure all capscrews are tightened securely.
5. Remove the unit-to-unit clamps, and reattach them at the opposite end of the steps.
6. If a back rail is used on a reversed riser, reverse the rail loop also. To do this, depress the two snaps, separate the loop, turn the rail around, and snap it back together (see page 11).

**Note:** Performers should load the riser from the middle of the bottom step when steps are in reversed position.

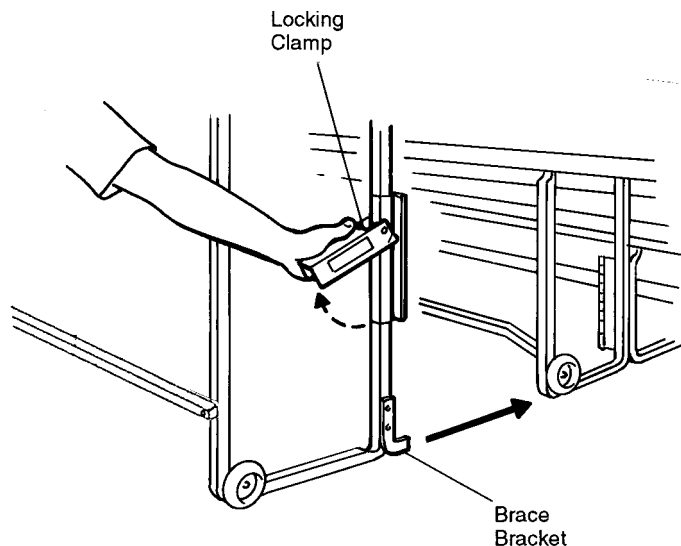




## ***Attach an Optional 4th-Step Addition***

---

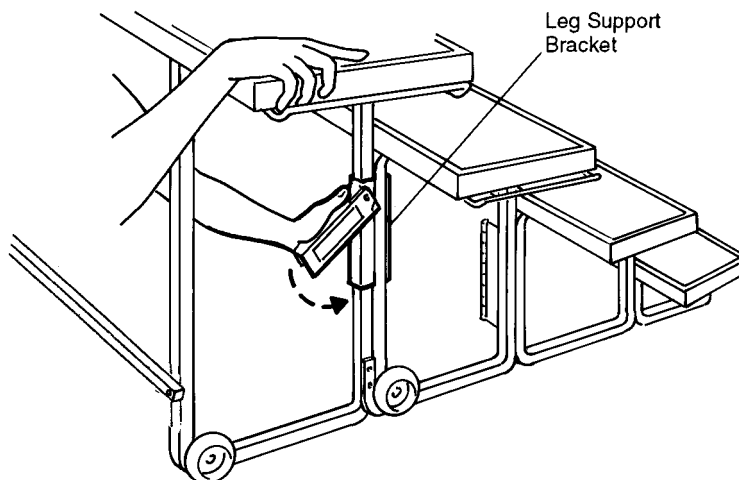
1. If the riser has a back rail installed, remove it before attaching the 4th-step.
2. Open both locking clamps on the 4th-step.



3. Position the 4th-steps brace brackets to the right side (viewed from the rear) of the risers leg assemblies. On the right side, place the bracket between the leg and the positioning wheel.
4. Lean the 4th-step to the left, and slip its leg support brackets over the riser leg assemblies.
5. Push the locking clamps down so that they cover both leg assemblies on the riser.

### **⚠ WARNING**

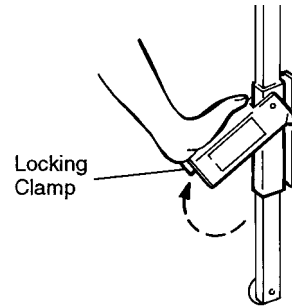
***Riser is unsafe unless both  
clamps are fully locked.***



## Attach an Optional Back Rail

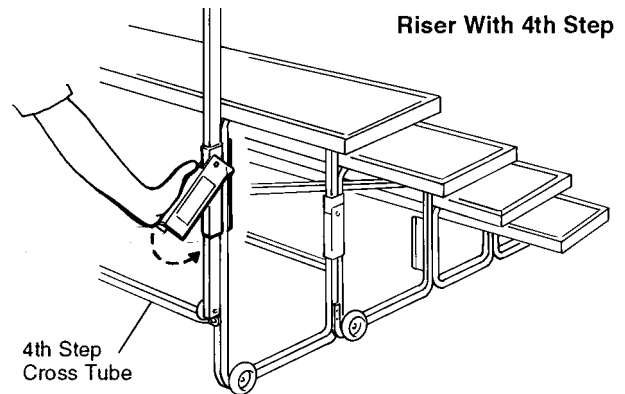
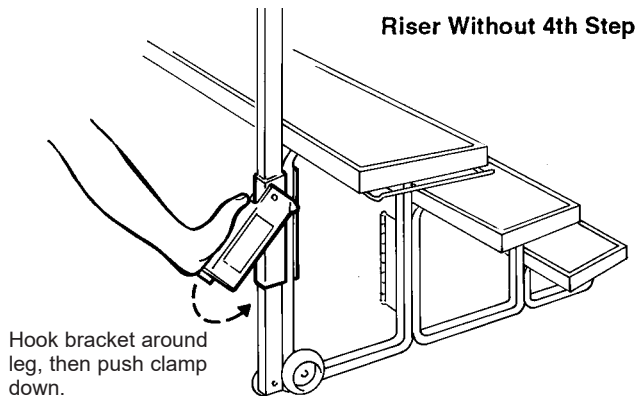
**Note:** Back rails (optional) are recommended on all risers.

1. Open the locking clamps on the lower posts of the back rail.



**Note:** In the following steps, install the lower posts so their wheels are on the inside (facing each other).

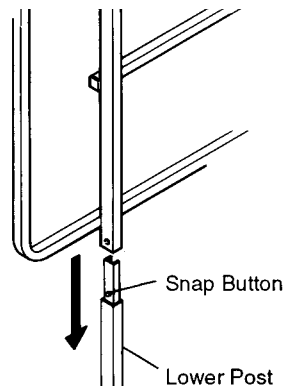
2. Riser without a 4th-step. Set a lower post on the floor, and hook its bracket around the riser leg.  
Riser with a 4th-step. Set a lower post on the 4th-step cross tube, and hook its bracket around the riser leg.
3. Push the locking clamp down until it secures the post to the riser leg.
4. Attach the other post in the same way.



### **WARNING**

**Riser is unsafe unless both  
clamps are fully locked.**

5. To install the rail, slide the upper posts into the lower posts until the lock buttons snap into place.

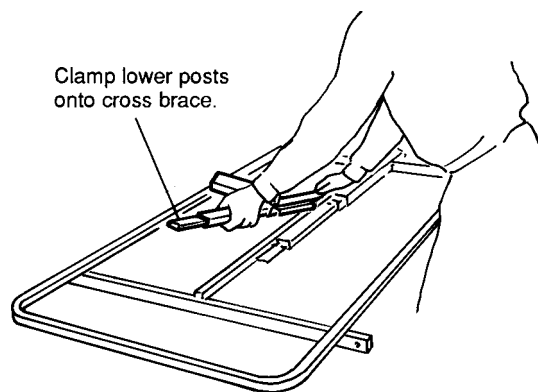


**With standard step arrangement, rail loop and cross brace should be in *front* of posts.  
With reversed steps, they should be *behind* posts.**

## ***Store an Optional Back Rail***

---

1. Open the locking clamps, and move the back rail away from the riser.  
For storage, turn the rail 90° and lean it against the wall (setting on its side).
2. (Optional — provides more compact storage)  
Press the snap buttons and remove the lower posts from the rail.  
For transport and storage, attach the lower posts to the rail cross brace (in the same way that they were attached to the riser legs).

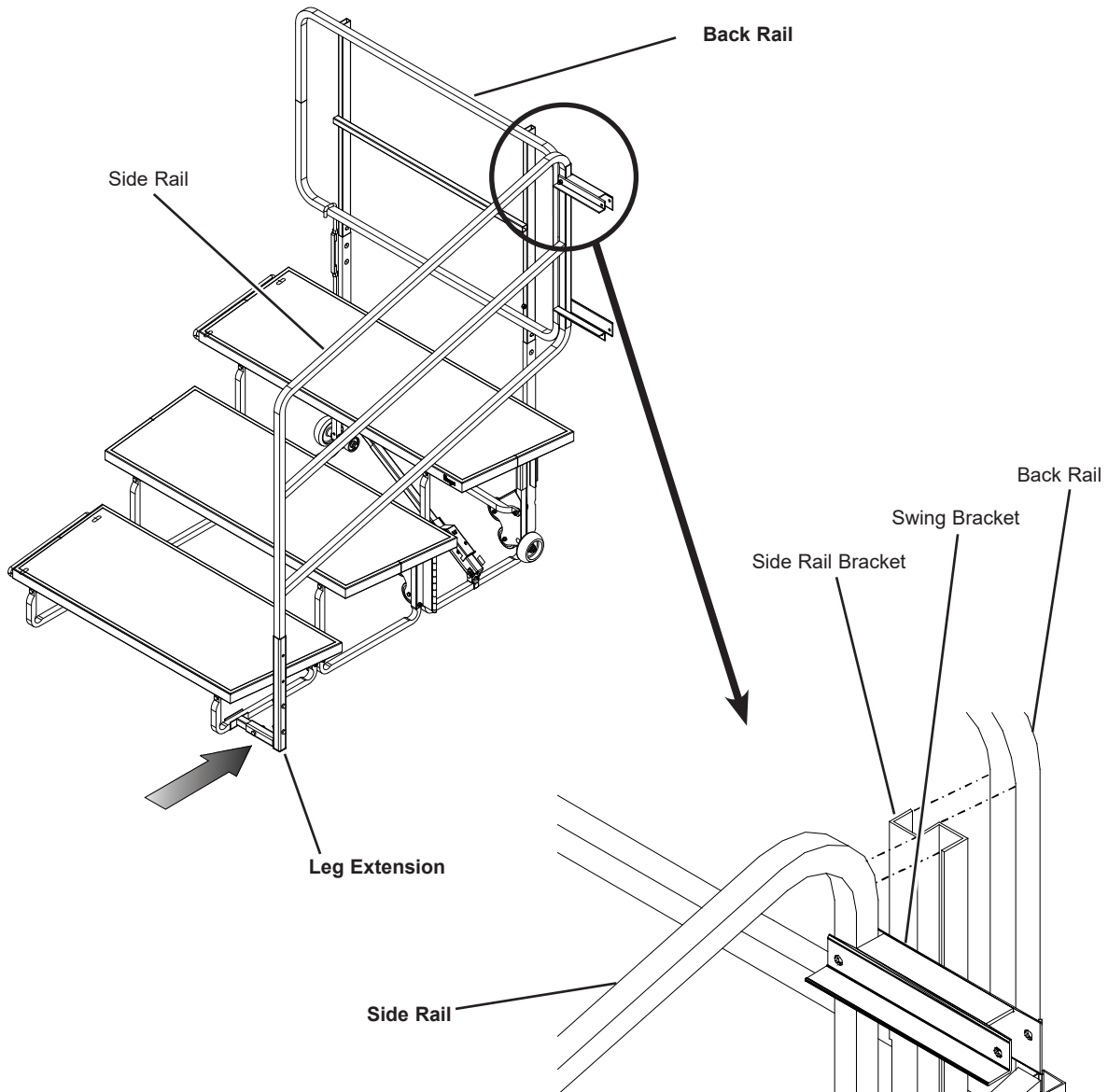


## ***Attach Optional Side Rails***

---

**Note:** Back Rails are required in order to attach side rails.

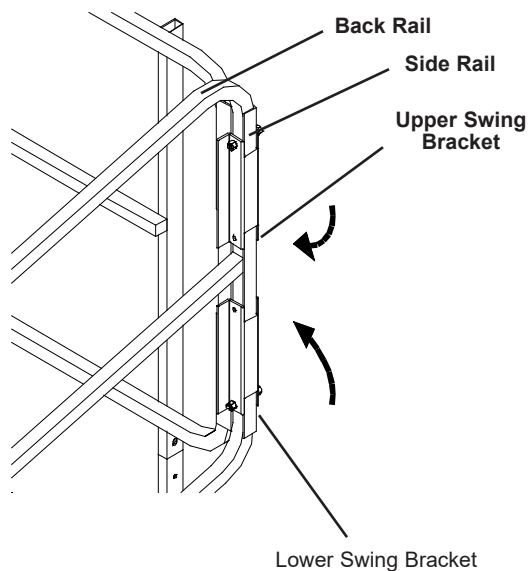
1. Place the side rail in the approximate attachment position with the leg extension resting on the floor. Slide the side rail towards the back rail until the side rail bracket fits over the back rail as shown below.



## ***Attach Optional Side Rails (continued)***

---

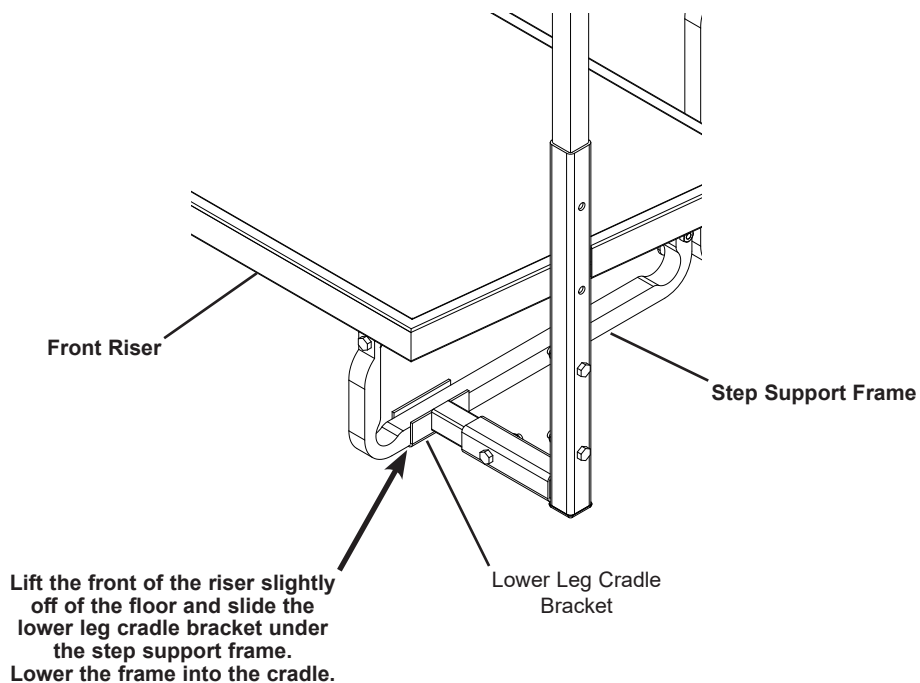
2. Rotate the upper and lower swing brackets to a vertical position, locking the side rail to the back rail.



3. Lift and hold the front of the riser off the floor and slide the lower leg cradle bracket under the step support frame. Lower the front riser placing the step support frame into the lower leg cradle bracket.

### **⚠ CAUTION**

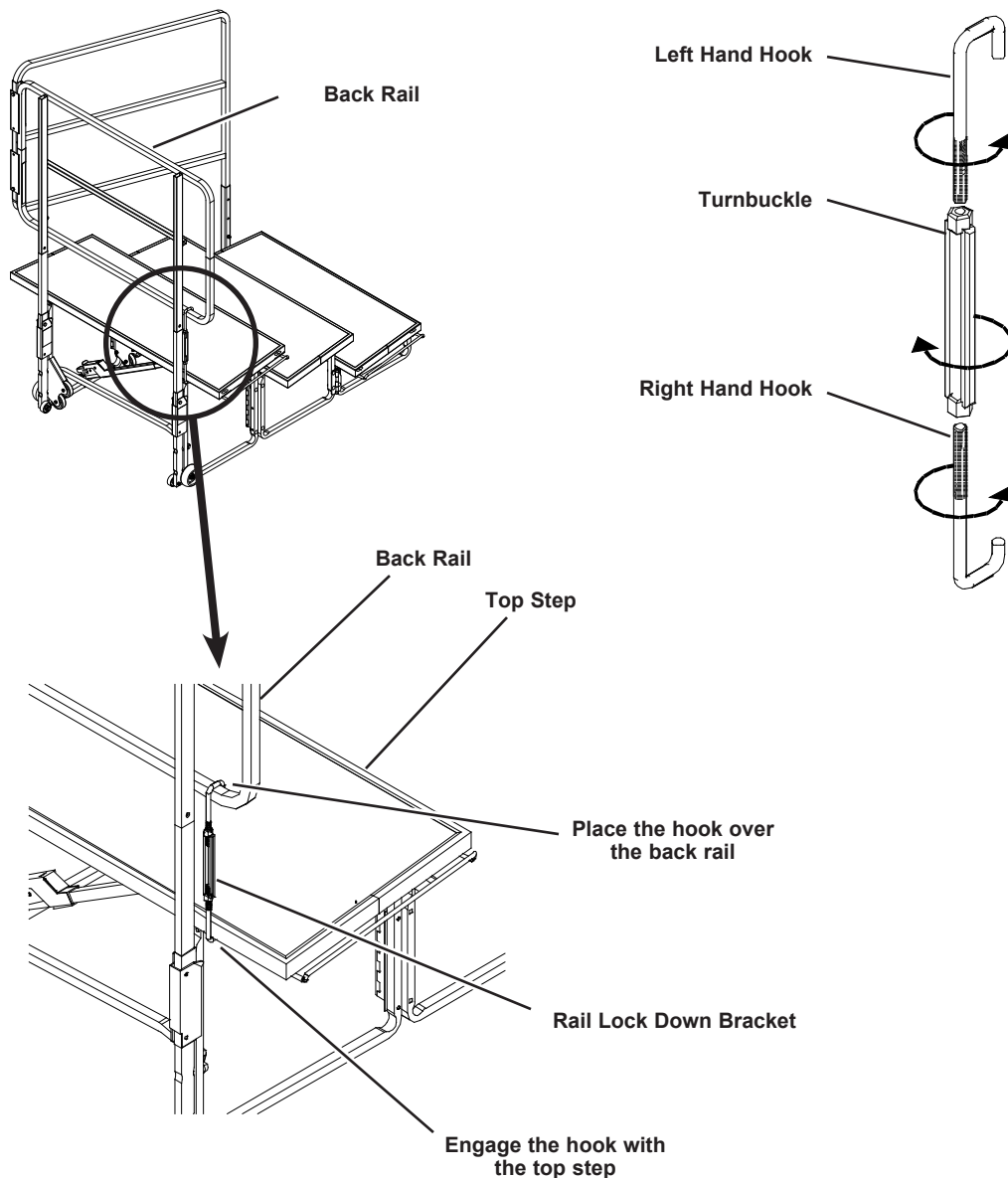
*Two people are required to perform this step.*



## ***Attach Optional Side Rails (continued)***

---

4. A rail lock down bracket is used to reduce movement of the back rail when using the side rail. Thread the right and left hooks into the turnbuckle. Engage the back rail and top step with the rail lock down bracket hooks as shown below. Tighten the rail lock down bracket by turning the turnbuckle clockwise.

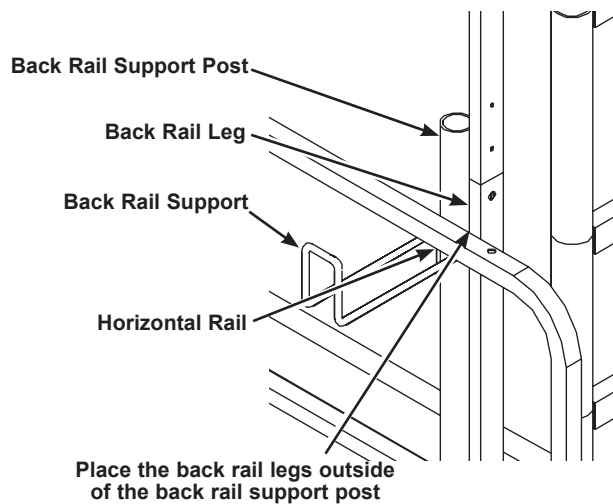
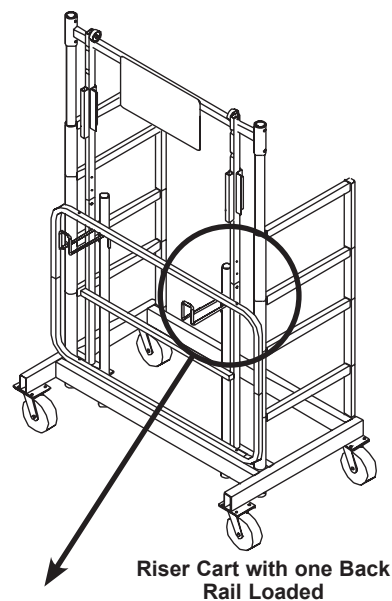
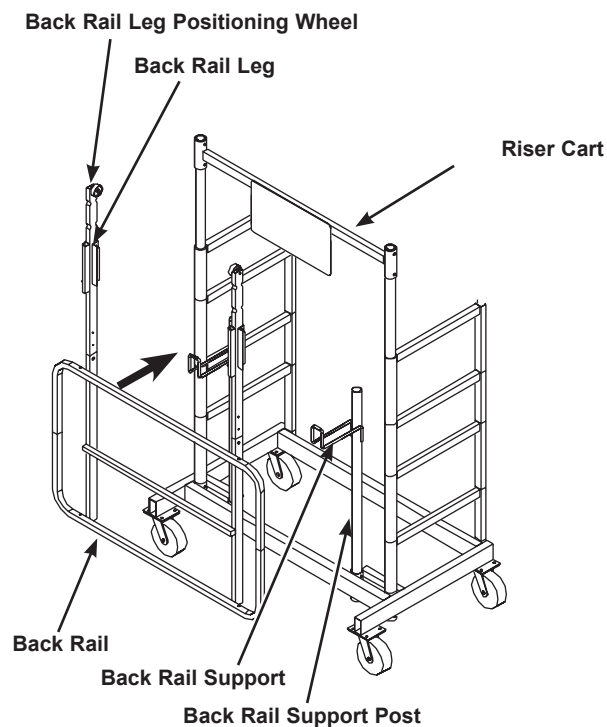


## ***Store Back Rails on Optional Riser Cart***

---

Load up to four back rails onto a riser cart as follows.

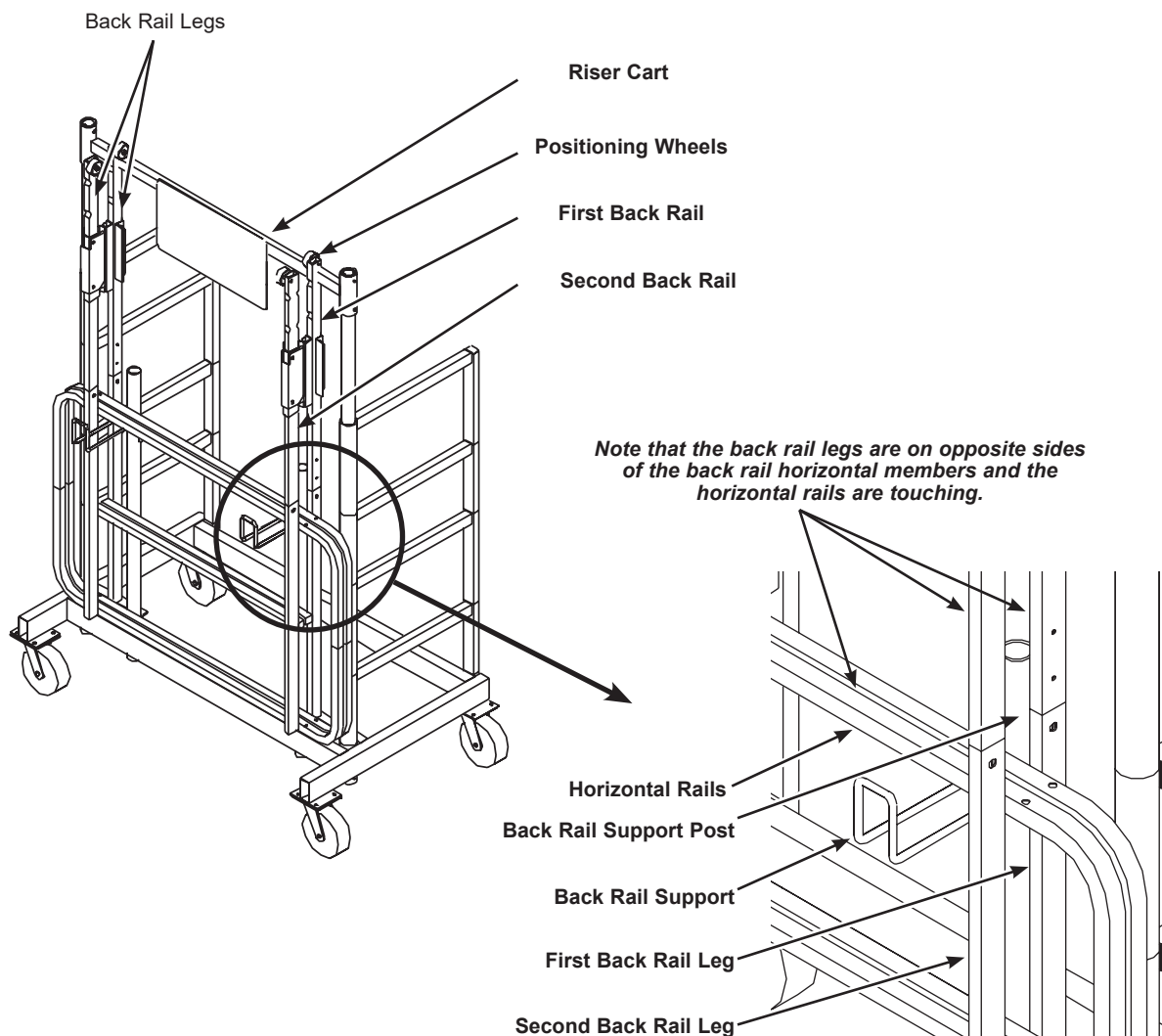
1. Lift a back rail with the positioning wheels on the legs pointing upward and the legs next to the cart (horizontal rail is away from the cart).
2. Place the back rail onto the back rail supports with each back rail leg facing toward the back rail support posts as shown below.



## ***Store Back Rails on Optional Riser Cart (continued)***

3. To load the second back rail, lift it with the positioning wheels on the legs pointing upward and the back rail legs facing away from the cart.
4. Place the back rail onto the back rail supports with the back rail horizontal rails touching as shown below.

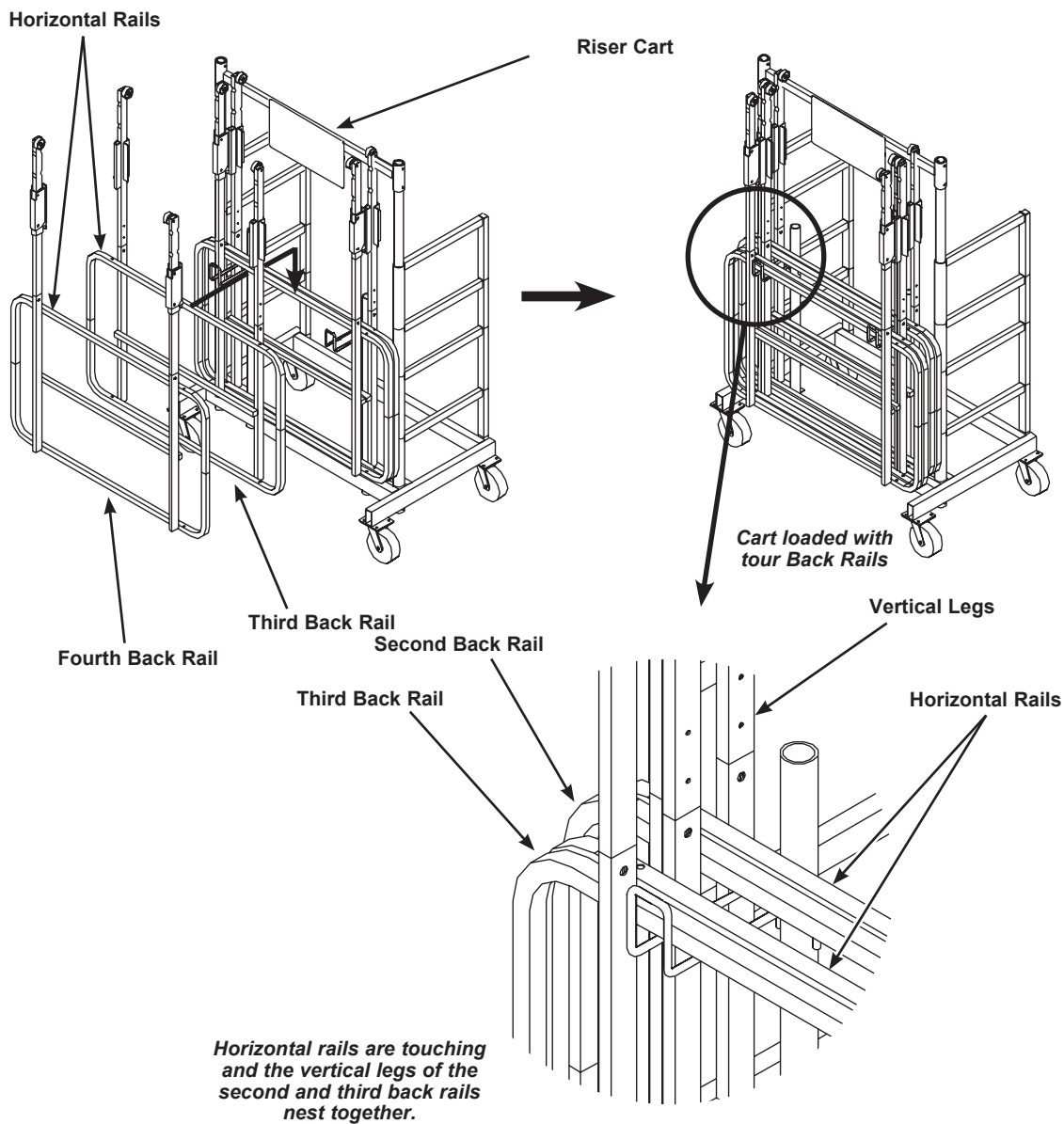
**Note:** Each pair of back rails can be loaded onto the cart with either the horizontal rail touching or the back rail legs nested together.





## ***Store Back Rails on Optional Riser Cart (continued)***

5. Place the third and fourth back rails onto the cart with the horizontal rails touching as shown below.

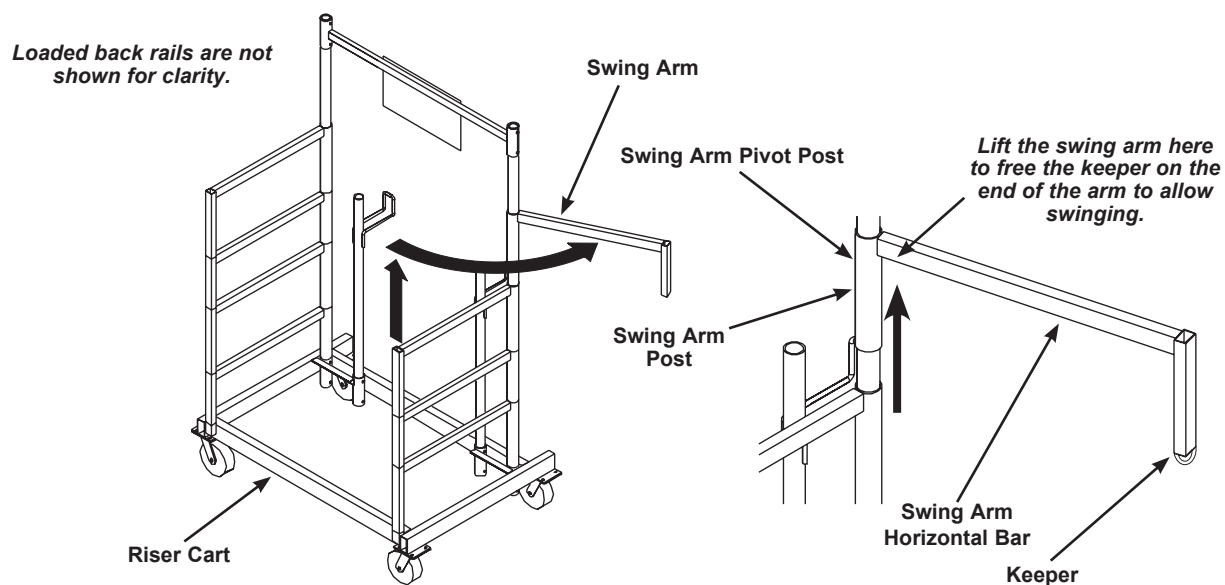


## Store Risers on Optional Riser Cart

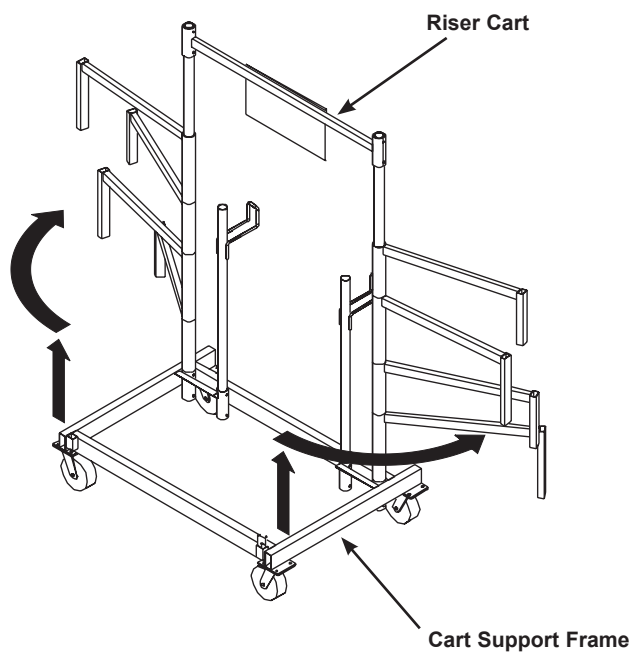
---

Load up to four risers onto the riser cart as follows.

1. Begin opening the swing arms by pushing upward on the under side of the swing arm horizontal bar as close to the swing arm post as possible. Always start with the highest arm and swing the arm away from the cart.



2. Continue opening all of the swing arms



## Store Risers on Optional Riser Cart (continued)

- With two people working together, place the first riser onto the cart. The positioning wheels will hang over the right end of the cart support frame.

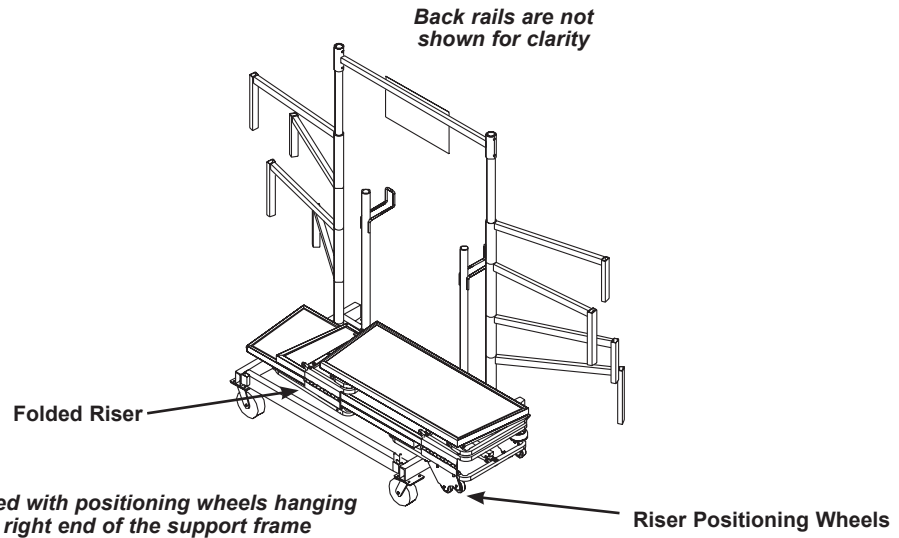
**Note:** The 13-inch swing arm must be on the right side of the cart. If the 13-inch swing arm is not on the right side of the cart, it is assembled incorrectly. Call Customer Service for assistance in the correct assembly.

### **CAUTION**

**Always use two people to load risers.**

### **CAUTION**

**Always start loading risers at the bottom of the riser cart.**

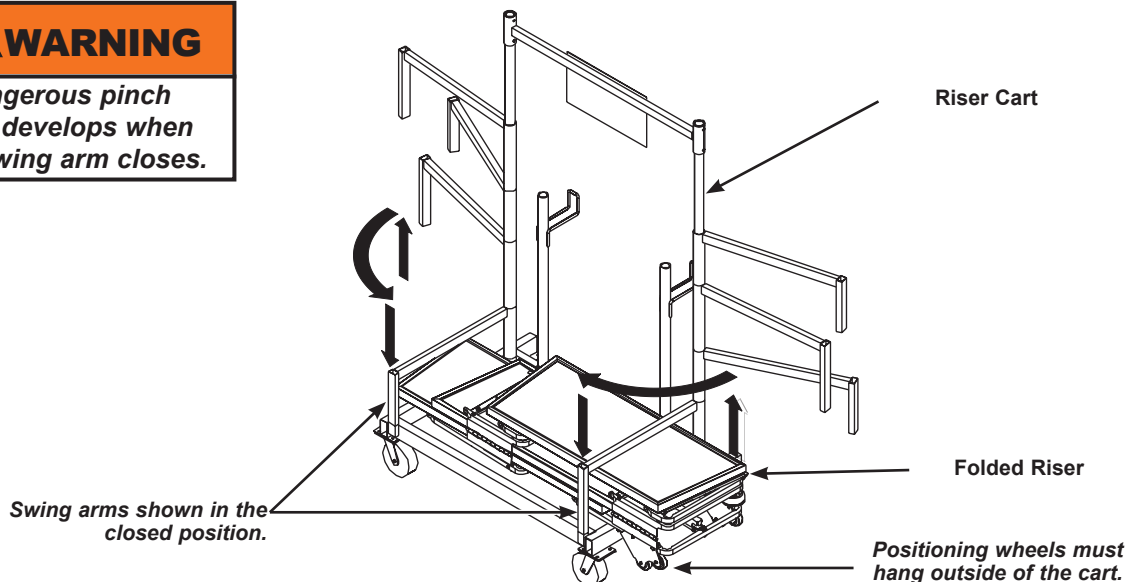


- Close the two lower swing arms. It will be necessary to lift all of the arms high enough for the two lower arms to clear the riser.

**Note:** When the swing arm keeper is inserted into the holding socket, a dangerous pinch point develops. Serious injury is possible if this precaution is not observed.

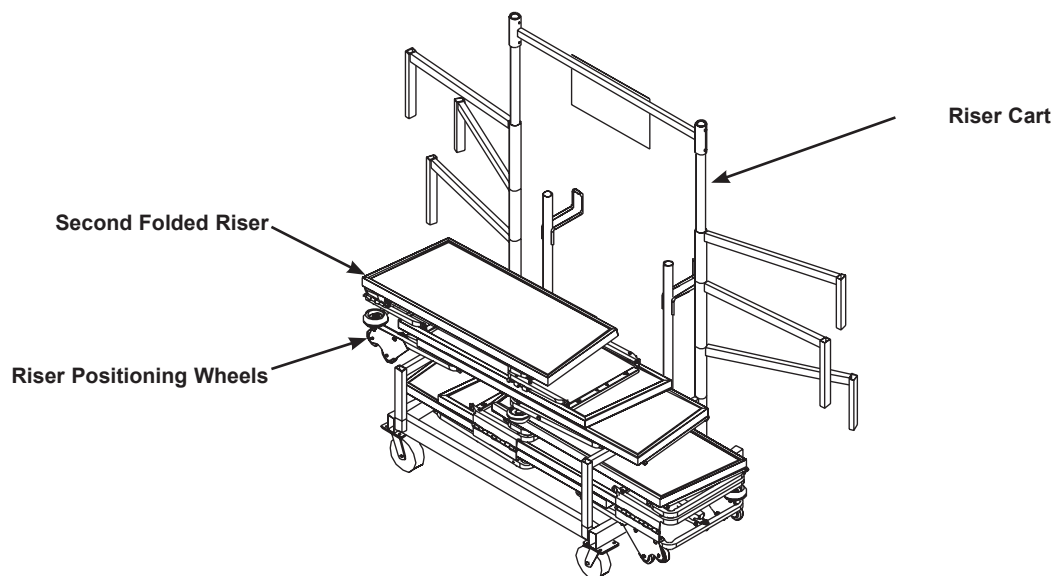
### **WARNING**

**A dangerous pinch point develops when the swing arm closes.**



## Store Risers on Optional Riser Cart (continued)

5. With two people working together, place the second riser onto the cart with the positioning wheels on the left end, opposite from the first riser positioning wheels. Make sure that the positioning wheels hang outside of the swing arm.

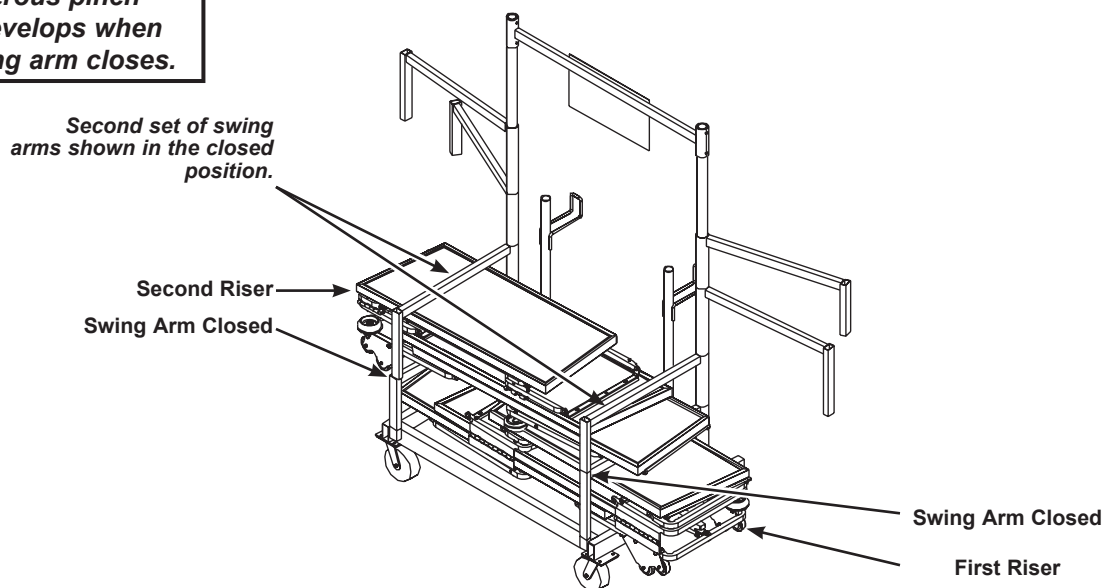


6. Close the two swing arms above the riser. It will be necessary to lift all of the arms high enough for the two arms to clear the riser.

**Note:** When the swing arm closes, a dangerous pinch point develops. Serious injury is possible if this precaution is not observed.

### **⚠ WARNING**

***A dangerous pinch point develops when the swing arm closes.***



## ***Store Risers on Optional Riser Cart (continued)***

7. With two people working together, place the third and fourth risers onto the cart (as in steps 2 to 6 above) with the positioning wheels alternating as shown below. Make sure that the positioning wheels hang outside of the swing arm.

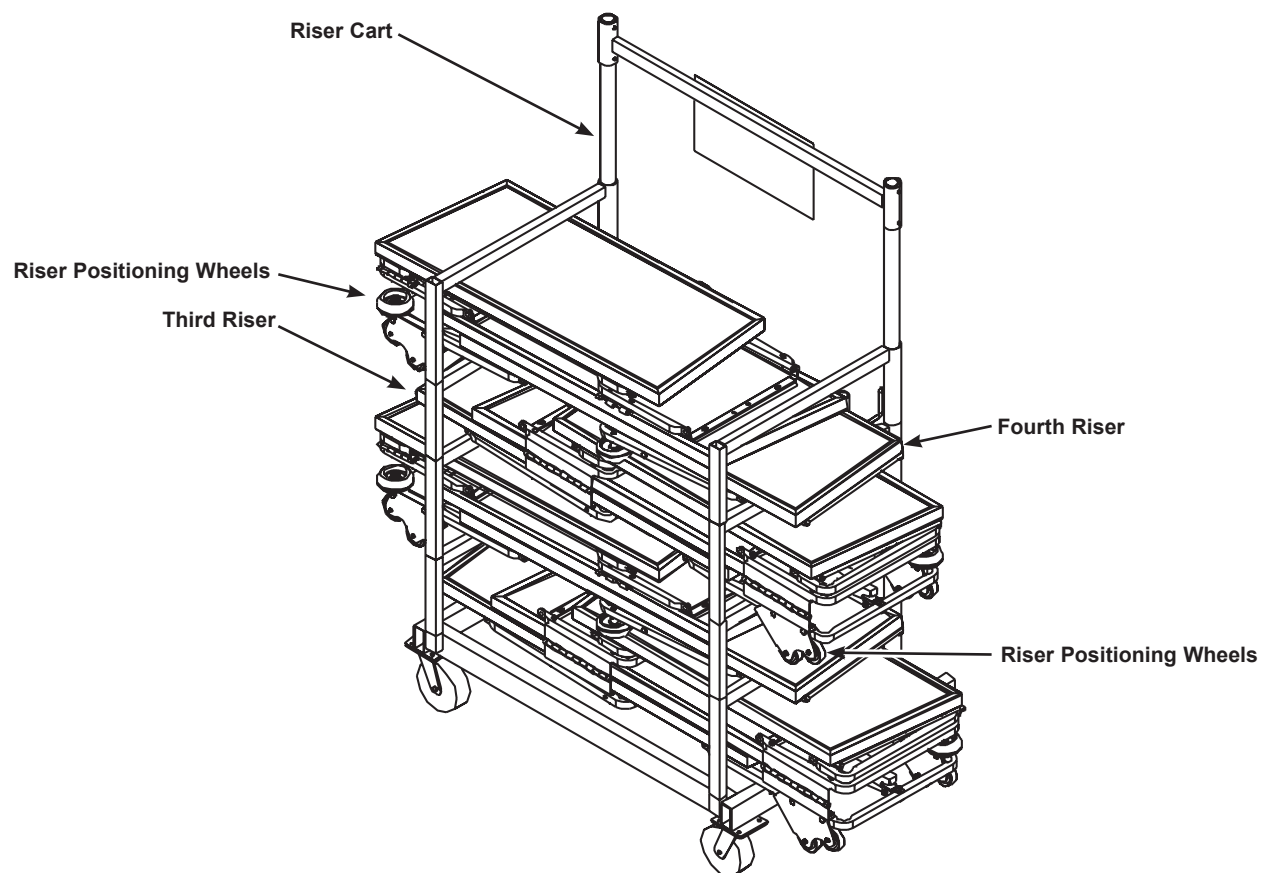
**Note:** If the riser cart is to be transported by a vehicle, always fasten each riser to both swing arms (or riser cart frame for the lowest riser) with rubber or polyurethane tie down cords or light duty cinch straps.

### **⚠ WARNING**

*A dangerous pinch point develops when the swing arm closes.*

### **⚠ CAUTION**

*Two people are always required to move the loaded cart.*



## Store 4th-Steps on Optional Riser Cart

1. Place the first 4th-step onto the top set of swing arms with the carpet side down and the positioning wheels facing outward (away from the swing arm post).
2. Place the second 4th-step with the carpet side up with the positioning wheels facing outward.
3. Place the third step carpet side down with the positioning wheels facing outward.
4. Place the fourth step carpet side up with positioning wheels facing outward.

### **CAUTION**

**Two people are always required to move the loaded cart.**

4th-Steps, folded, carpet side down

Load the 4th-steps alternating carpet side down and then carpet side up. Positioning wheels face away from the cross bar and swing arm posts

Positioning Wheels

Riser Cart Cross Bar

Swing Arm Post

Back rails and folded risers are not shown for clarity.

4th-Steps, folded, carpet side up

Riser Cart

### **CAUTION**

**Never load anything on the top swing arms unless risers have been properly loaded first.**

5. Fasten the cinch straps around the stacked 4th-steps.

Cinch Strap

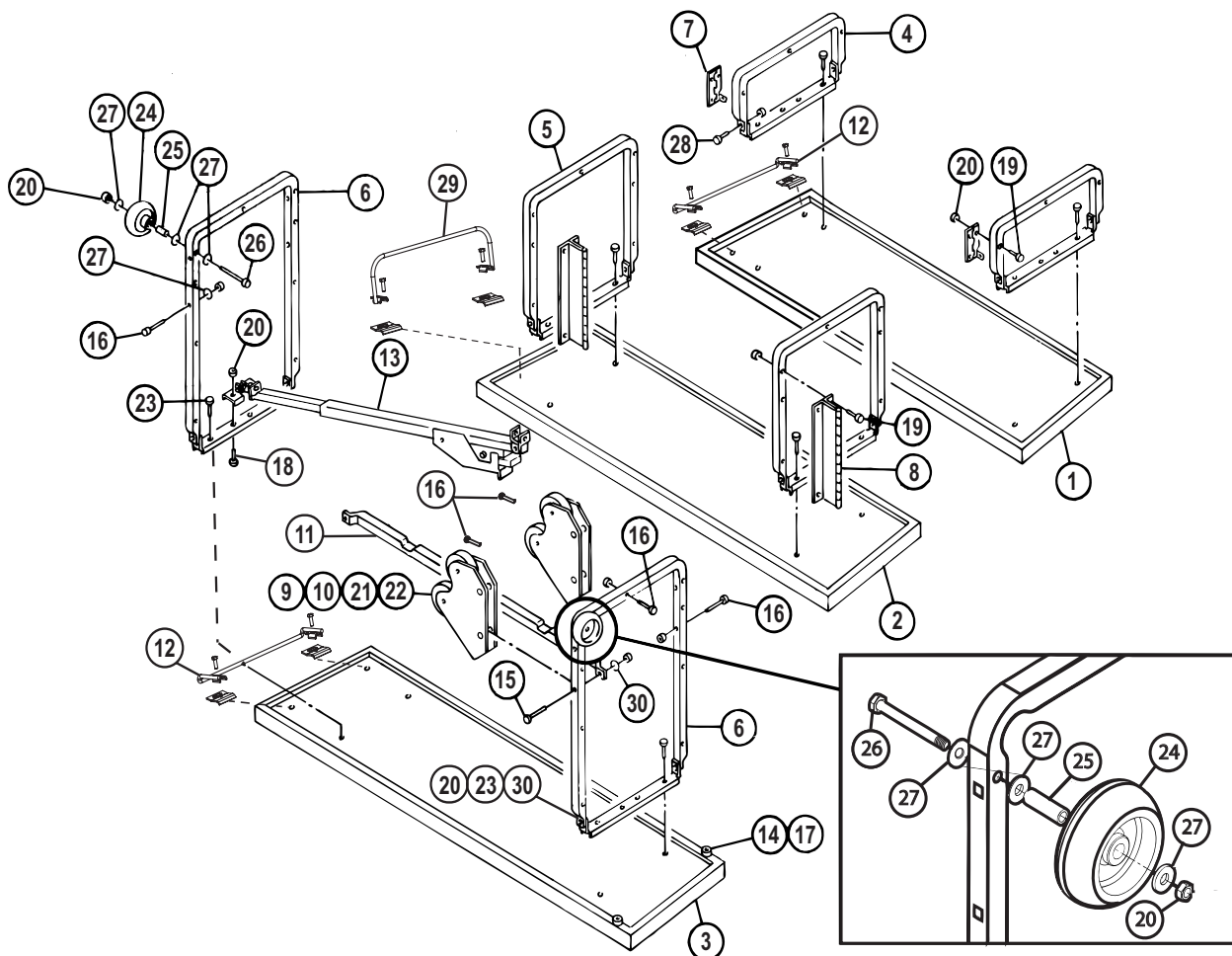
Riser Cart Cross Bar

4th-Steps

Riser Cart

# Replacement Parts List

## Basic 3-Step Unit

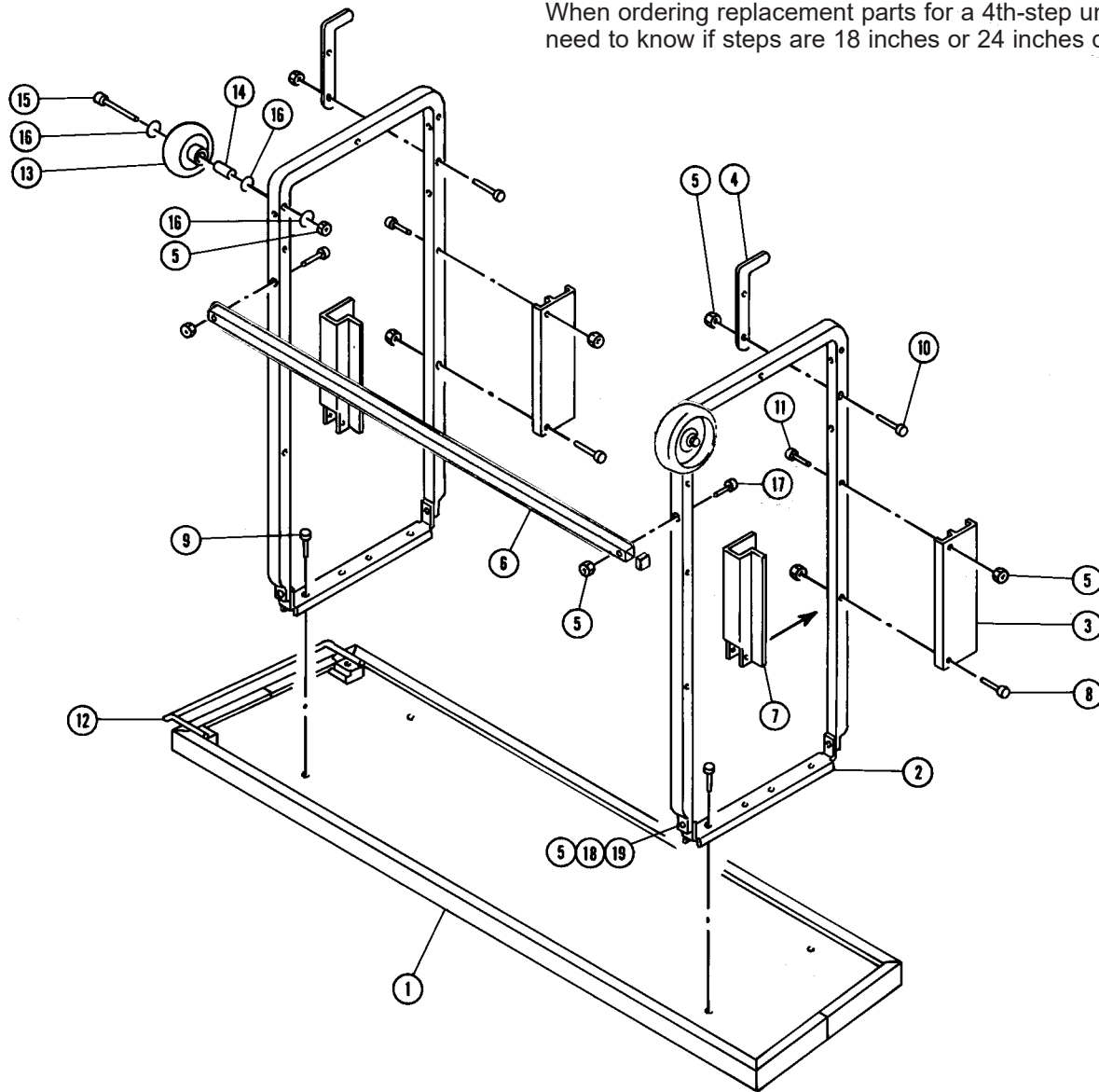


Item	Qty	Description	Item	Qty	Description
1	1	Step Assembly, 1st	16	6	Carriage Bolt, 5/16-18 x 1-1/2"
2	1	Step Assembly, 2nd	17	2	Bumper, Recess
3	1	Step Assembly, 3rd	18	2	Carriage Bolt, 5/16-18 x 3/4"
4	2	Leg Assembly, 1st Step	19	13	Carriage Bolt, 5/16-18 x 1-1/4"
5	2	Leg Assembly, 2nd Step	20	36	Lock Nut, 5/16-18
6A	1	Leg Assembly, 3rd Step, Left-Hand	21	4	Lock Nut, 1/4-20
6B	1	Leg Assembly, 3rd Step, Right-Hand	22	4	Capscrew, 1/4-20 x 1-1/2"
7	2	Hinge, Short	23	22	Capscrew, 5/16-18 x 1"
8	2	Hinge, Long	24	2	Wheel, Positioning
9	2	Bracket, Caster	25	2	Bushing, Wheel
10	4	Wheel	26	2	Capscrew, 5/16-18 x 3"
11	1	Cross Tube, Rear	27	8	Washer, 5/16" ID
12	2	Clamp Assembly, Unit-to-Unit	28	2	Carriage Bolt, 5/16-18 x 1"
13	1	Slide Lock Assembly	29	1	Leg Assembly
14	2	Rivet, Pop	30	14	Nylon Washer, 5/16" ID
15	1	Carriage Bolt, 5/16-18 x 1-3/4"			

## Replacement Parts List (continued)

### 4th-Step Unit

When ordering replacement parts for a 4th-step unit, you will need to know if steps are 18 inches or 24 inches deep.

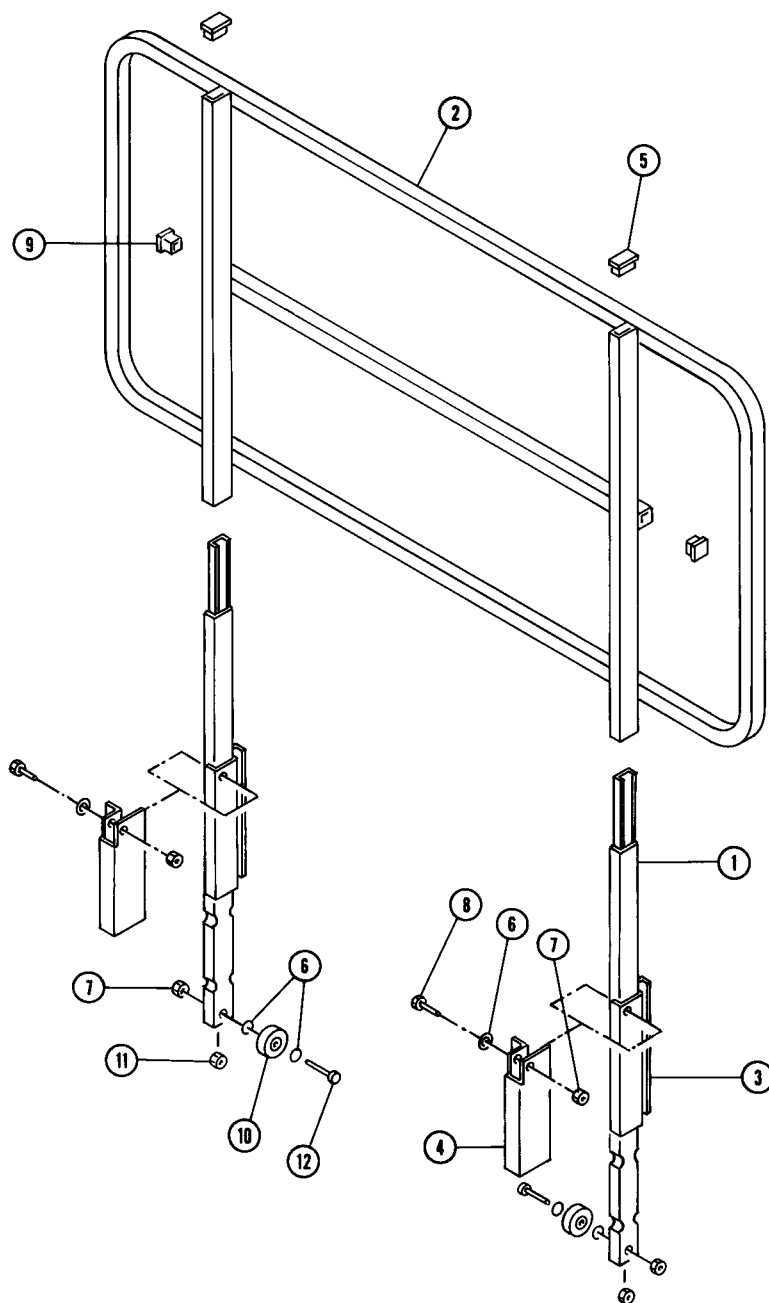


Item	Qty	Description	Item	Qty	Description
1	1	Step Assembly, 4th	11	2	Bolt, Carriage, 5/16-18 x 1-1/4"
2	2	Leg Assembly, 4th	12	1	Clamp Assembly, Unit-to-Unit
3	2	Support, Leg	13	2	Wheel, Positioning, 4"
4	2	Bracket, Brace	14	2	Bushing, Wheel
5	14	Nut, Lock, 5/16-18	15	2	Capscrew, 5/16-18 x 2-3/4"
6	1	Cross Tube	16	8	Washer, 5/16"
7	2	Clamp, Locking	17	2	Bolt, Carriage, 5/16-18 x 2 1/4"
8	2	Capscrew, 5/16-18 x 1-3/4"	18	6	Nylon Washer, 5/16 ID (not shown)
9	4	Capscrew, 5/16-18 x 1"	19	4	Capscrew, 5/16-18 x 1" (not shown)
10	4	Bolt, Carriage, 5/16-18 x 1-1/2"			



## Replacement Parts List (continued)

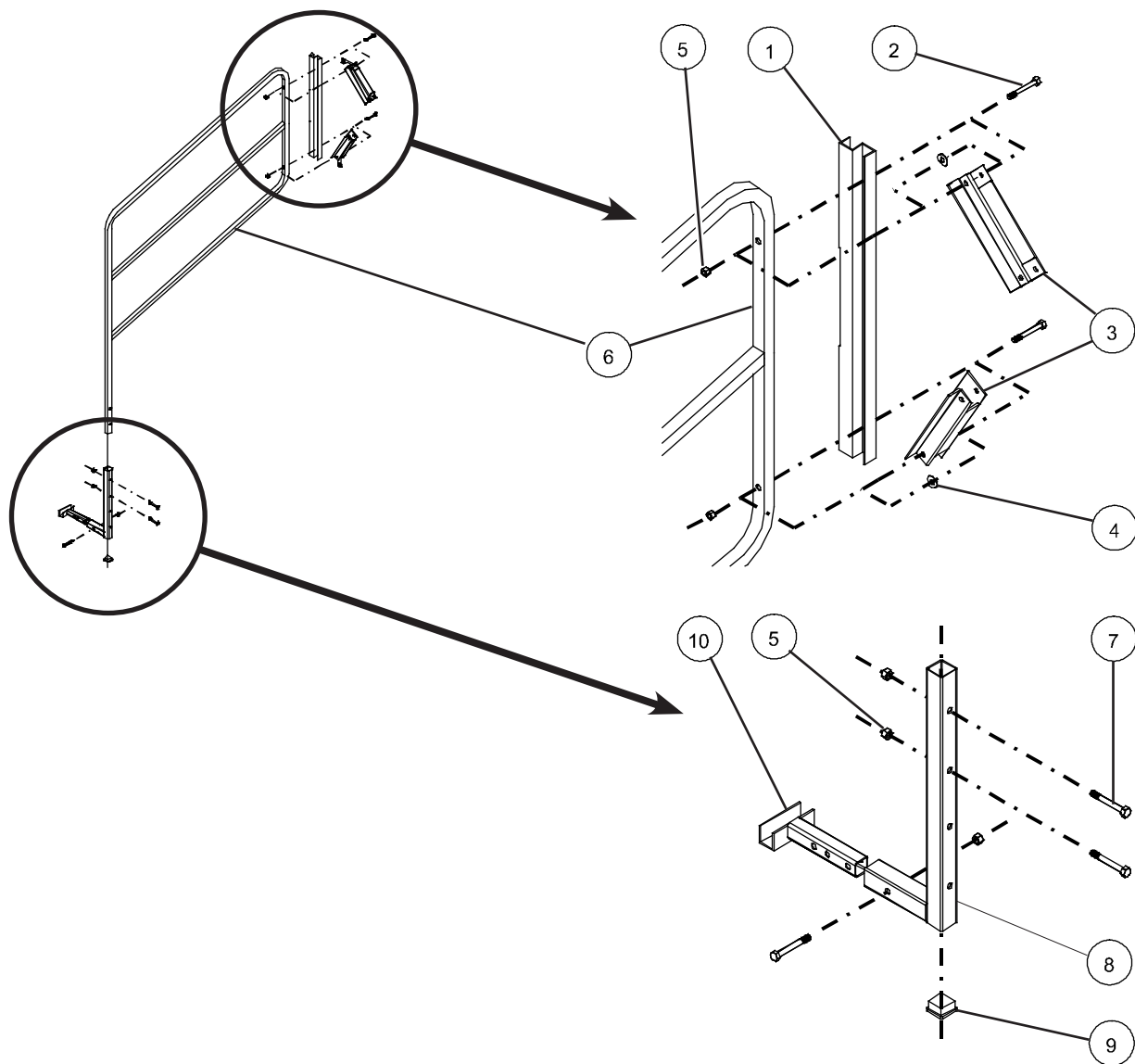
### Back Rail



Item	Qty	Description	Item	Qty	Description
1	2	Post, Lower	7	4	Nut, Lock, 5/16-18 x 1-3/4"
2	1	Rail Assembly	8	2	Capscrew, 5/16-18 x 1-3/4"
3	2	Bracket, Back Rail	9	2	Plug, Square
4	2	Clamp, Locking	10	2	Wheel, Positioning, 2"
5	2	Plug, Rectangular	11	2	Nut, 5/16-18
6	6	Washer, Flat, 5/16"	12	2	Capscrew, 5/16-18 x 2-1/4"

## Replacement Parts List (continued)

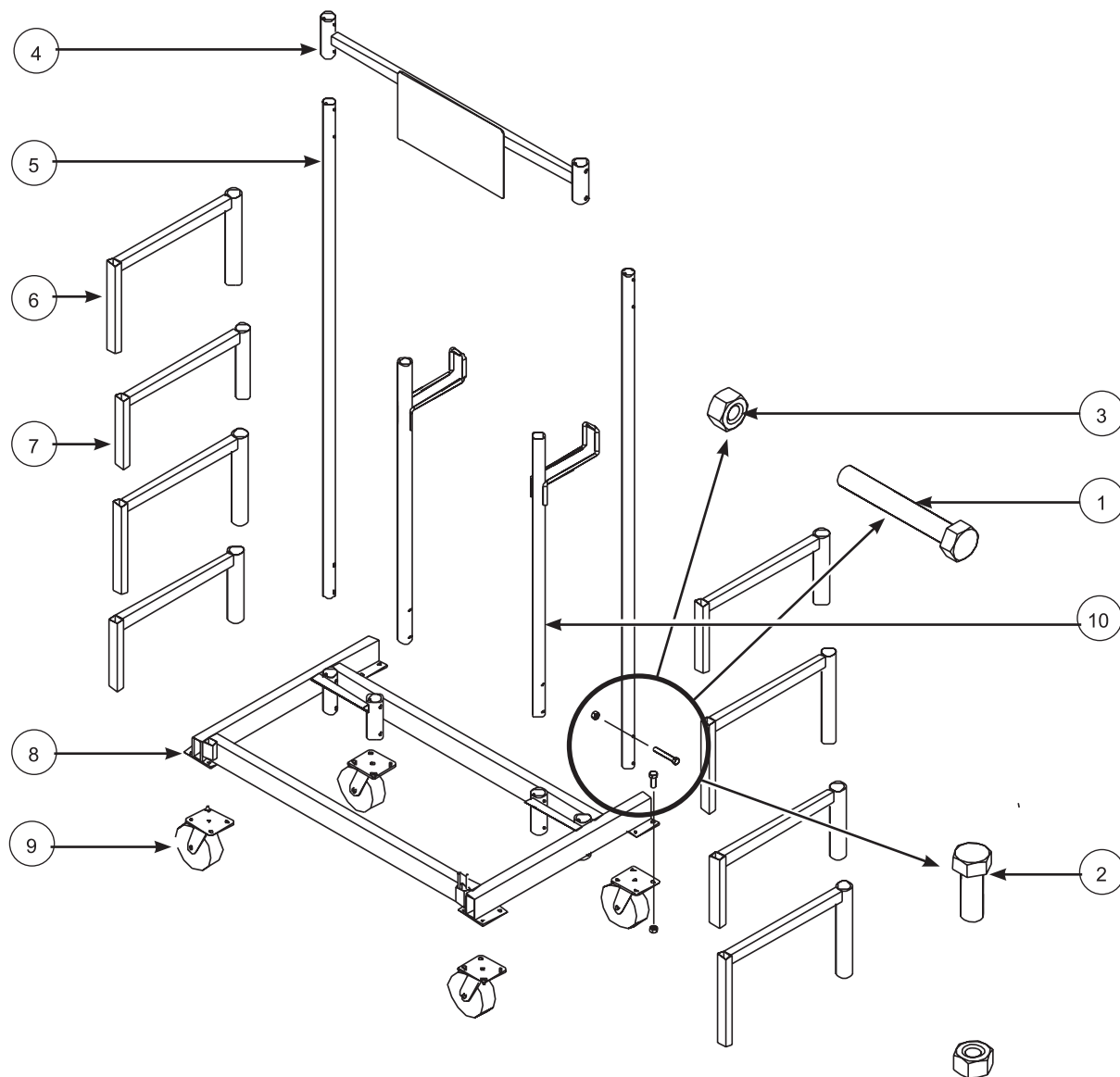
### Side Rails



Item	Qty*	Description	Item	Qty*	Description
1	2	Side Rail Bracket	6	2	Side Rail
2	4	Capscrew, 5/16-18x2"	7	6	Capscrew, 5/16-18x1-3/4"
3	4	Swing Bracket	8	2	Side Rail Leg
4	4	Flat Washer, 5/16"	9	2	Plug, Square, 1-1/4"
5	10	Locknut, 5/16-18	10	2	Slide Leg
* Quantity is for a set of side rails.					

## Replacement Parts List

### Riser Cart



Item	Qty	Description	Item	Qty	Description
1	12	Hex Head Cap Screw, 3/8-16x2-1/2"	7	4	Swing Arm, 10-inch
2	16	Hex Head Cap Screw, 3/8-16 x 1"	8	1	Riser Cart Frame
3	28	Hex Head Lock Nut, 3/8-16	9	4	Caster
4	1	Cross Bar	10	2	Back Rail Support Post
5	2	Swing Arm Post	11	2	Safety Strap (not shown)
6	4	Swing Arm, 13-inch			

## ***Troubleshooting***

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### **Stiff Operation (hard to set up or take down)**

Spray the pivot points and slide with a nonstaining lubricant like WD-40®.

### **Carpet "Balls Up"**

Normal with a new carpet. Vacuum periodically.

### **Wheel Doesn't Turn Freely**

Loosen the bolt just enough for free turning.

### **Riser "Rattles" When Set Up**

Check for loose fasteners.

### **Rubber Wheel Not Round**

Don't stack stored units more than three high, and don't place other weights on top - or the wheels may form flat spots.

### **Units Won't Hook Together**

Unit-to-unit clamps out of position. Loosen the screws and readjust the clamps.