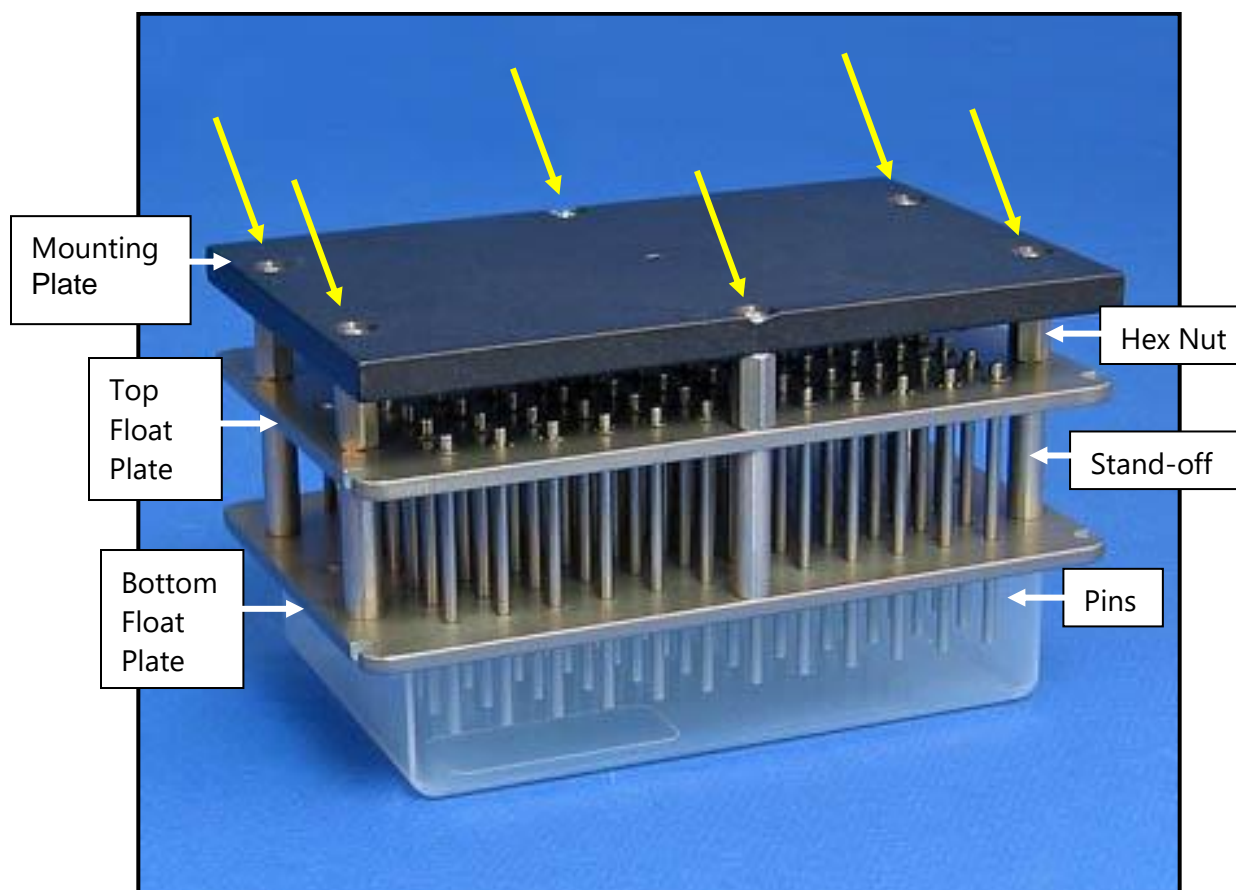


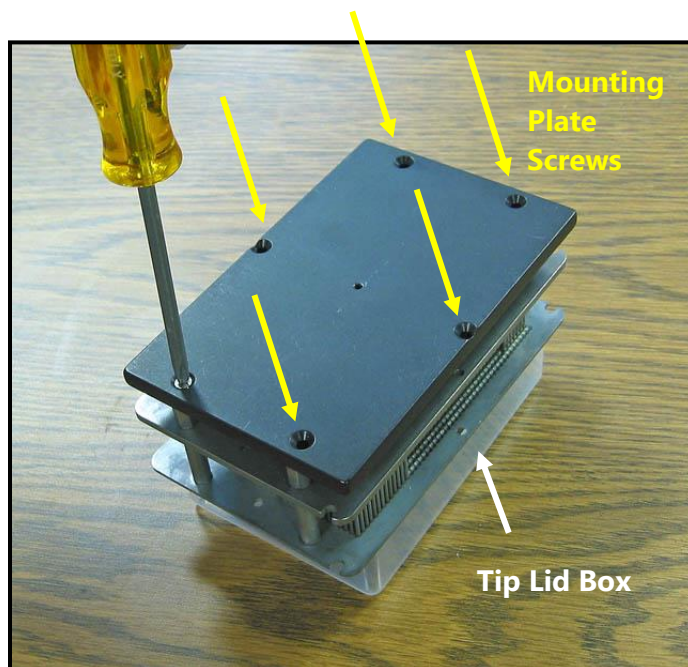
### How to Change Pins in a V&P Pin Tool or Replicator



Parts of a Pin Tool with mounting plate screws indicated by yellow arrows.

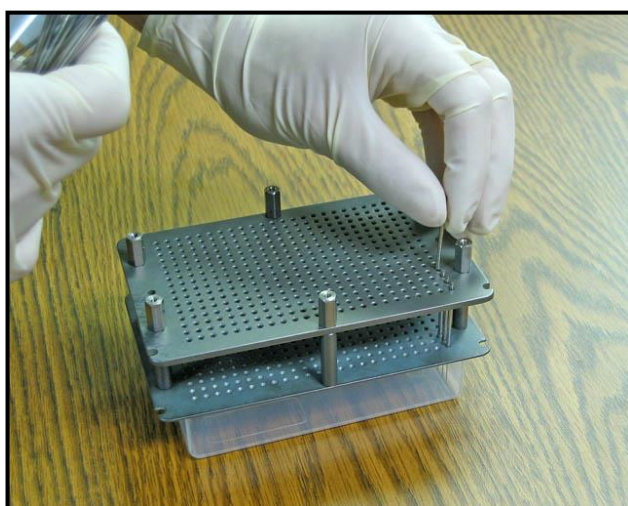
## Remove Mounting Plate

Place pin tool in a support, such as a tip lid box or V&P docking station, so that pins are protected. Pin tool is shown below setting on top of a tip lid box to allow the pins to be in the down position. Remove the mounting plate by removing the 8 screws that hold the mounting plate to the fixture, indicated with yellow arrows in the photo below:



Make sure the hex nuts below the mounting plate do not turn as these hold the two plates of the fixture together. Once the screws are removed, lift the mounting plate straight up.

**Change Pins.** If all pins are to be changed out for another type of pin, place pins into vials or other suitable container for storage. Wearing latex gloves can help with gripping pins.



**Replace Mounting Plate.** Reverse the steps above, making sure that the two float plates are still aligned and all screws and hex nuts are tight.