





## Assembly and Disassembly Instructions

### GENERAL ACTUATOR DISASSEMBLY INSTRUCTIONS

Begin with a clean work area. Be sure all replacement parts are present and have no visual damage or defects. The following tools are recommended for proper disassembly and assembly.

- SAE Hex Wrench Set
- Metric Hex Wrench Set
- Torx bit set
- Metric Socket Set
- SAE Socket Set

For best actuator performance it is recommended that the following instructions be read and followed carefully.

#### 1. DUST BAND AND CARRIER REMOVAL

Position the actuator with the Dust Band (2) facing up. Remove the Band Clamps (8) from both Heads (7) of the actuator by removing Screws (9) and backing out the Center Set Screw (11) a couple turns. Carefully lift the Dust Band (2) from the slot in each Head (7) and remove any Shims (33) located under the Band (2) in the Head (7) slot. Retain the Shims (33) for reassembly. Remove Screws (23) to release the Carrier (20) from the Nut Bracket Assembly (29). Slide the Carrier (20) clear of the Nut Bracket (29). Remove Nut Bracket End Caps (30) from both ends of the Nut Bracket (29). The Dust Band (2) can now be removed from the actuator.

**NOTE:** If removal of the Bearing Rail (4a) or Bearing Blocks (4b) is necessary, contact the factory prior to removal for specific instructions.

#### 2. LEAD SCREW SUB-ASSEMBLY REMOVAL

On the Non-Drive end of the actuator remove the Screws (19) and remove the Cover Plate (18) and the Lock Nut (17) from Leadscrew (28). Remove the Screws (9) from both of the Heads (7) to the Tube (1). Remove the Non-Drive End Head (7) and the Drive Head (7)/Leadscrew Assembly (28). If necessary, the Nut Bracket Assembly (29) can now be removed from the Leadscrew (28) and the Band Ramps (31) may also be removed from the Nut Bracket Assembly (29) if required.

Ball Nut style: Caution is required if removal of the Nut is necessary. Contact the factory for available parts and procedures.

Plastic Nut style: Plastic Nuts are factory pinned into the Nut Bracket (29) and cannot be removed. If Nuts are worn, a new Nut Bracket Assembly (29) must be ordered.

If Drive End Head (7) and Bearing (13) must be removed from the Leadscrew (28), contact the factory prior to removal for specific instructions.

### GENERAL CYLINDER ASSEMBLY INSTRUCTIONS

#### 1. INSTALL LEAD SCREW ASSEMBLY AND CARRIER

Install the Band Ramps (31) to the Nut Bracket Assembly (29) with Screws (32). From the Drive End, install the Head (7)/Leadscrew (28)/Nut Bracket Assembly (29) into the Tube (1) making sure the Bearing Rail (4a) is oriented on the left side of the Tube (1). With the Bumper (25) and Nut Spacer (24) in place, position the Non-Drive End Head (7) over the Leadscrew (28) and loosely install Screws (9) into the Head (7). Install the Drive End Screws (9) loosely into the Drive End Head (7).

#### 2. INSTALL DUST BAND AND CARRIER

Install the Dust Band (2) through the Nut Bracket Assembly (29) and install the End Caps (30) onto the Nut Bracket (29). Position Carrier (20) over the Bearing Blocks (4b) and the Nut Bracket (29) and install all Screws (22,23) and leave them loose at this time. By hand, load the Carrier (20) to keep it tight down on the surface of the Bearing Blocks (4b) and tighten the Carrier (20) to Nut Bracket Fasteners (23). Tighten the Carrier (20) to Bearing Block Fasteners (22).

#### 3. PERFORM HEAD ALIGNMENT AND FINAL ASSEMBLY

**NOTE:** Custom tooling is used at the factory to align the Heads (7) to the Tube (1) to maintain parallelism between the top of the Head (7) and top of the Tube (1). This is critical to performance and longevity of the Dust Band (2). In the following steps take care to visually align Head (7) to Tube (1).

Move Carrier Assembly (20) to Drive-End of Tube (1) and tighten one of the Head Screws (9). Support the actuator on the Tube (1) so that the Head (7) is free to float while tightening the Head Screws (9).

Move Carrier Assembly (20) to idle end of Tube (1) and tighten these Head Screws (9).

Move Carrier Assembly (20) back to the Drive-End of Tube (1) and loosen the Screw (9) that was previously tightened and then tighten all Head Screws (9).

Apply Loctite 242 to Lock Nut (17) and thread onto the Leadscrew (28) and torque to 18-20 in-lbs (2-2.25 N-m).

#### 4. INSTALL BAND CLAMPS

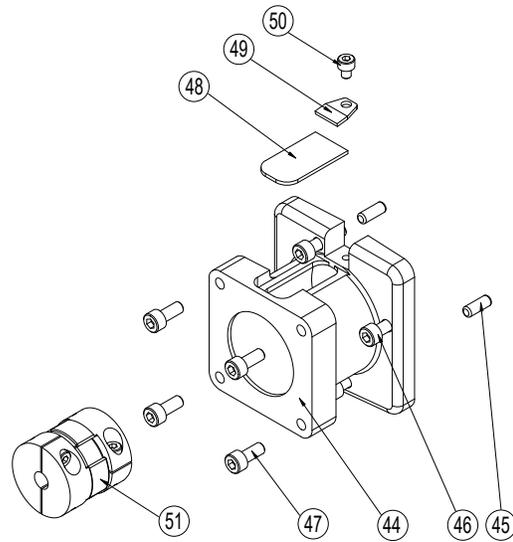
Visually examine the interface between the Dust Band (2) surface of the Tube (1) and the clamping surface of each Head (7). This should be flush. It may be necessary to install Shims (33) in the pocket of the Head (7) in order to make flush. Position the Carrier (20) near the motor end, position the Band (2) in the pocket over any previously installed Shims (33) and install the Band Clamp (8) with the two Cap Screws (10). Lastly, tighten down the Center Set Screw (11). Position the Carrier (20) near the Non-Drive End and repeat the steps to install the Band Clamp (8).

## In-Line (LMI) Mounting Option

ITEM	PART NO.	DESCRIPTION	QTY
◊44.	CONFIGURED	MOTOR SPACER	1
◊45.	CONFIGURED	DOWEL PIN	2
◊46.	CONFIGURED	SCREW	4
◊47.	CONFIGURED	SCREW	4
◊48.	CONFIGURED	COVER	1
◊49.	CONFIGURED	CLAMP	1
◊50.	CONFIGURED	SCREW	1
◊51.	CONFIGURED	COUPLER	1

◊ Part number varies depending on YMH (Your Motor Here).  
Contact [help@tolomatic.com](mailto:help@tolomatic.com) for replacement part number.

A replacement Motor Mount Kit contains all parts listed above.



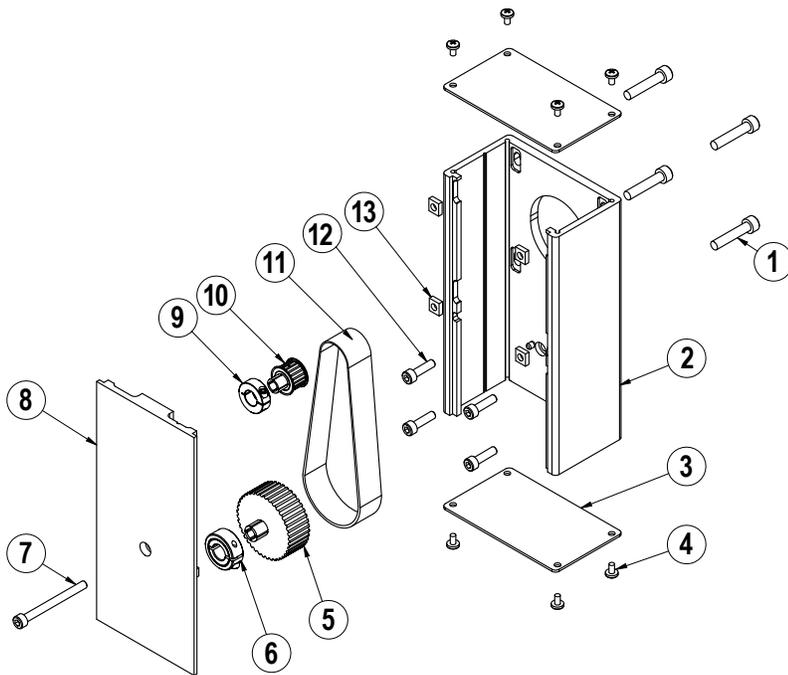
Replacement Motor Mount Kits ordering method: **MMK MXE50P**  **LMI YM**

**EXAMPLE: MMK MXE50P S N 0 2 L M I Y M 0 1 1 0 0 1**

Motor Mount Kit ———— | Bearing Style | Lead Screw | Motor Orientation | Motor Code

Model & Size ———— |

## Reverse Parallel (RP) Mounting Option



ITEM	PART NO.	DESCRIPTION	QTY.
◊1.	CONFIGURED	MOTOR FASTENER	4
◊2.	CONFIGURED	RP HOUSING	1
◊3.	CONFIGURED	RP HOUSING END CAP	2
◊4.	CONFIGURED	END CAP SCREW	8
◊5.	CONFIGURED	DRIVE SHAFT PULLEY	1
◊6.	CONFIGURED	COLLAR CLAMP, DRIVE SHAFT	1
◊7.	CONFIGURED	RP COVER FASTENER	1
◊8.	CONFIGURED	RP COVER	1
◊9.	CONFIGURED	COLLAR CLAMP, MOTOR	1
◊10.	CONFIGURED	MOTOR PULLEY	1
◊11.	CONFIGURED	BELT	1
◊12.	CONFIGURED	RP PLATE FASTENER	4
◊13.	CONFIGURED	SQUARE NUT	4

◊ Part numbers varies depending on YMH (Your Motor Here).  
Contact [help@tolomatic.com](mailto:help@tolomatic.com) for replacement part numbers.

### Disassembly Instructions

1. Remove End Caps (3), and release the tension on the Belt (11) by breaking loose the motor fasteners (1).
2. Remove the RP Cover (8).
3. The Belt (11) can now be removed along with the Motor.
4. Remove both Pulleys (10) and (5) from their respective shafts.
5. Remove the RP Housing (2) from the actuator head by removing the Fasteners (12).

### Assembly Instructions

Note: Apply Loctite #242 to all fasteners upon installation

1. Install RP Housing (2) onto the actuator Head with Fasteners (12).
2. Install the Motor to the RP Housing with Fasteners (1) and Square Nuts (13). Do not tighten the fasteners at this time.
3. Locate the Belt (11) over the Pulleys (10) and (5) and slide both pulleys over their respective shafts. Tighten each pulley to its shaft with the Collar Clamps (9) and (6).
4. Position the Cover (8) in the mating slot of the RP case and install the Fasteners (7) to hold it in place. Take care not to overtighten. If the cover is deflected, it can interfere with the leadscrew.

5. Tension the Belt (11) by pulling the motor away from the drive shaft with the appropriate tension force shown in the chart below. While tensioning, the actuator should be positioned so the weight of the motor does not affect the belt tension. Tighten the Motor Fasteners (1) while the tensioning force is applied to the motor.

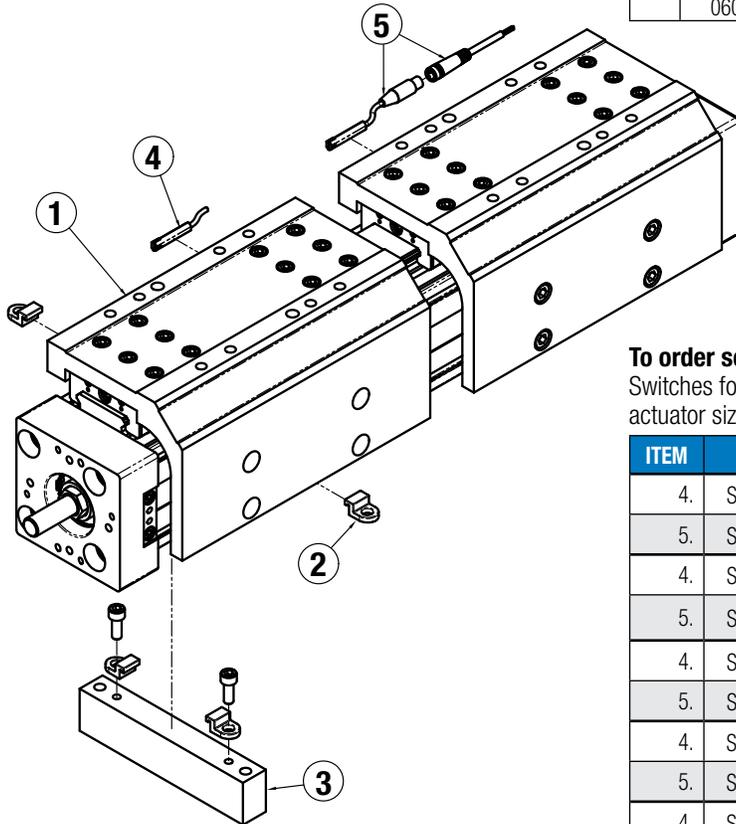
SMALLEST SHAFT DIAMETER (Motor or Actuator)		TOTAL WEIGHT TO APPLY	
Inches	mm	lbs	kgs
0.18 to 0.259	4.572 to 6.579	13	5.902
0.260 to 0.499	6.604 to 12.675	22	9.988
0.500 to 0.625	12.7 to 15.875	31	14.074
0.625 and larger	15.875 and larger	40	18.160

Additional tips are found in Tolomatic [Electric Actuator Motor Mounts Technical Note # 3600-4203](#).

6. Verify that there is clearance between the inside of the RP case and each pulley. Verify the pulleys are aligned to each other.
7. Install both End Caps (3) with the Screws (4) to finalize the assembly.

### Actuator Options

ITEM	PART NO.	DESCRIPTION	QTY IN KIT
1.	8350-9514	AUXILIARY CARRIER ASSEMBLY, (US CONV)	
	8350-9014	AUXILIARY CARRIER ASSEMBLY, (METRIC)	
2.	<b>8140-9018</b>	<b>TUBE CLAMP MOUNT KIT</b>	
	8140-1050	TUBE CLAMP	2
3.	<b>8350-9016</b>	<b>MOUNTING PLATE KIT</b>	
	8350-1030	MOUNTING PLATE	1
	8140-1050	TUBE CLAMP	2
	0604-1057	SOCKET HEAD CAP SCREW	2



**To order service parts switches:**

Switches for MXE include retained mounting hardware and are the same for all actuator sizes and bearing styles

ITEM	CONFIG. CODE	LEAD	NORMALLY	SENSOR TYPE
4.	SWMXE50P <b>R</b> Y	5M (197 IN)	OPEN	REED
5.	SWMXE50P <b>R</b> K	QUICK-DISCONNECT		
4.	SWMXE50P <b>N</b> Y	5M (197 IN)	CLOSED	REED
5.	SWMXE50P <b>N</b> K	QUICK-DISCONNECT		
4.	SWMXE50P <b>T</b> Y	5M (197 IN)	OPEN	SOLID STATE PNP
5.	SWMXE50P <b>T</b> K	QUICK-DISCONNECT		
4.	SWMXE50P <b>K</b> Y	5M (197 IN)	OPEN	SOLID STATE NPN
5.	SWMXE50P <b>K</b> K	QUICK-DISCONNECT		
4.	SWMXE50P <b>P</b> Y	5M (197 IN)	CLOSED	SOLID STATE PNP
5.	SWMXE50P <b>P</b> K	QUICK-DISCONNECT		
4.	SWMXE50P <b>H</b> Y	5M (197 IN)	CLOSED	SOLID STATE NPN
5.	SWMXE50P <b>H</b> K	QUICK-DISCONNECT		

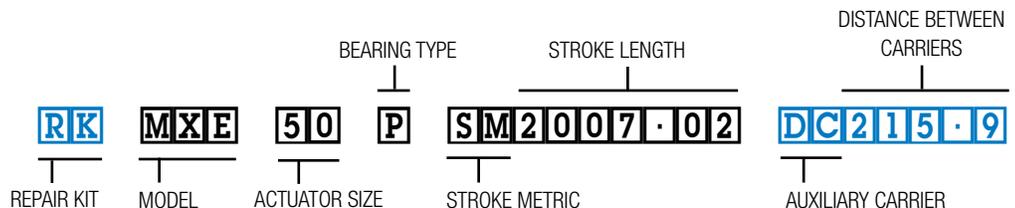
NOTE: When ordering Quick-disconnect mating female connector is included

**Ordering Repair Kits**

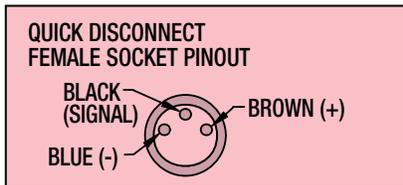
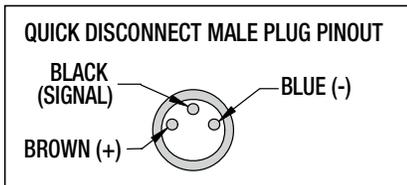
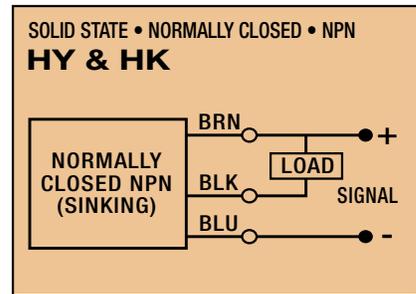
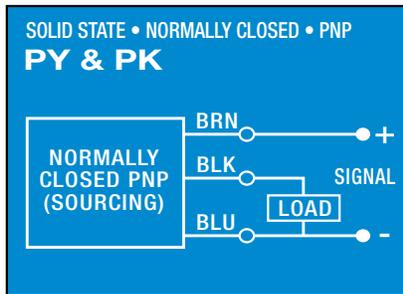
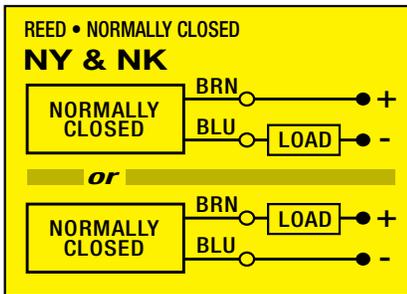
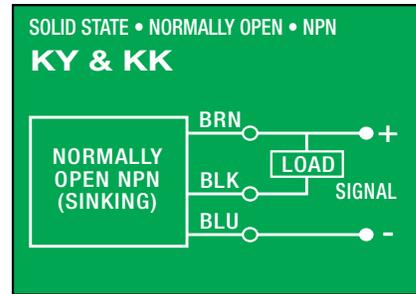
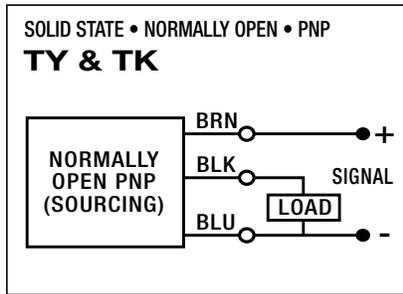
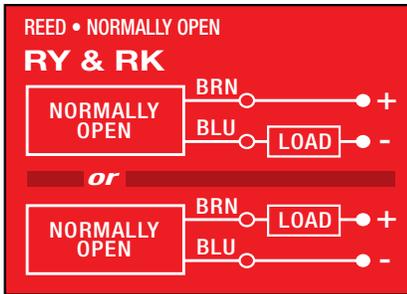
Repair kit includes: dust band, end caps, wipers, solid bearings, bearing end caps

The part number for a repair kit begins with RK followed by model, actuator size, bearing type, and stroke length (**S**K = inch/US Standard, **M** = metric)

(NOTE: If unit has an auxiliary carrier also include DC and distance between carrier centers)



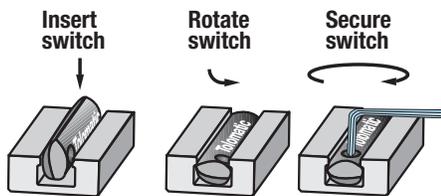
### Switch Wiring Diagrams and Label Color Coding (Ce and Rohs Compliant)



Switches for MX:

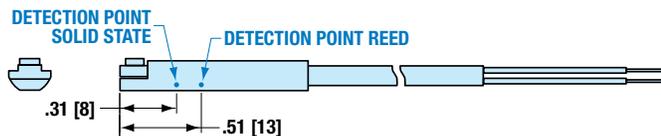
- Include retained mounting hardware
- In slot, sit below extrusion profile
- Same for all sizes and bearing styles

#### Switch installation and replacement



Place switch in side groove on tube at desired location with "Tolomatic" facing outward. While applying light pressure to the switch, rotate it such that the switch is halfway in the groove. Maintaining light pressure, rotate the switch in the opposite direction until the switch is fully inside the groove with "Tolomatic" visible. Re-position the switch to the exact location and lock the switch securely into place by tightening the screw on the switch.

#### Switch Detection point



Dimensions in inches [brackets indicate dimensions in millimeters]



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