**FOLLOW THESE STEPS TO REMOVE THE REEL FROM THE BOOT:**

1. Leave the lace tool on the laces in place, then remove.
2. Pull out slack in lace.
3. Line up holes using plastic end of lace tool.
4. Loosen (but do not remove) set screws, then remove lace.
5. Insert new lace until visible in viewing hole.
6. Tighten set screws.
7. Replace knob and tighten back up.

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**FOLLOW THESE STEPS TO INSERT A NEW REEL INTO THE BAYONET:**

1. Pull out slack in lace.
2. Line up holes using plastic end of lace tool.
3. Loosen (but do not remove) set screws, then remove lace.
4. Insert new lace until visible in viewing hole.
5. Tighten set screws.
6. Replace knob and tighten back up.