

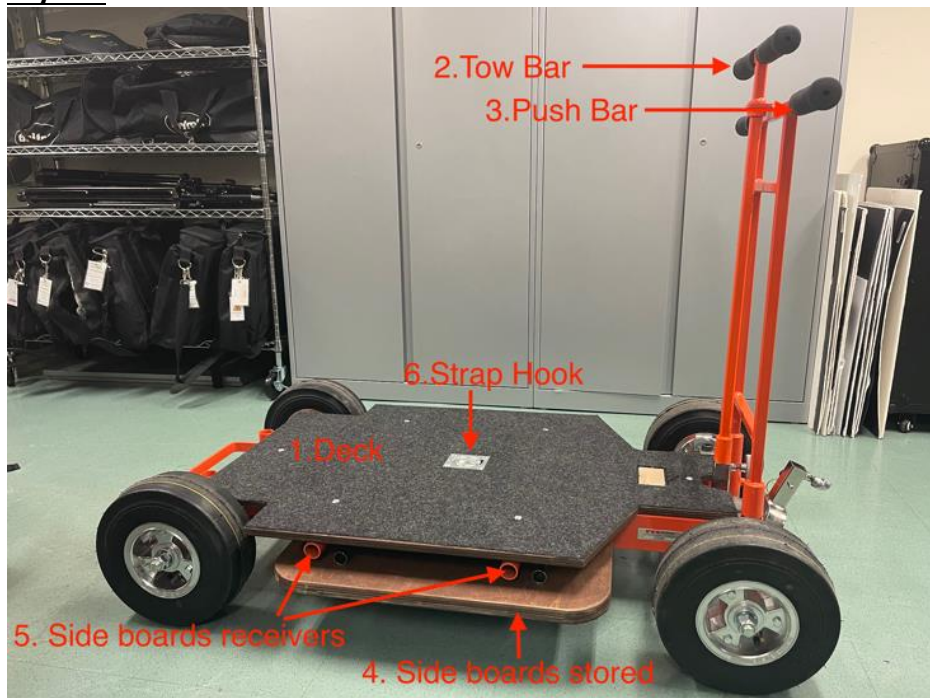
Matthews Doorway Dolly Guide

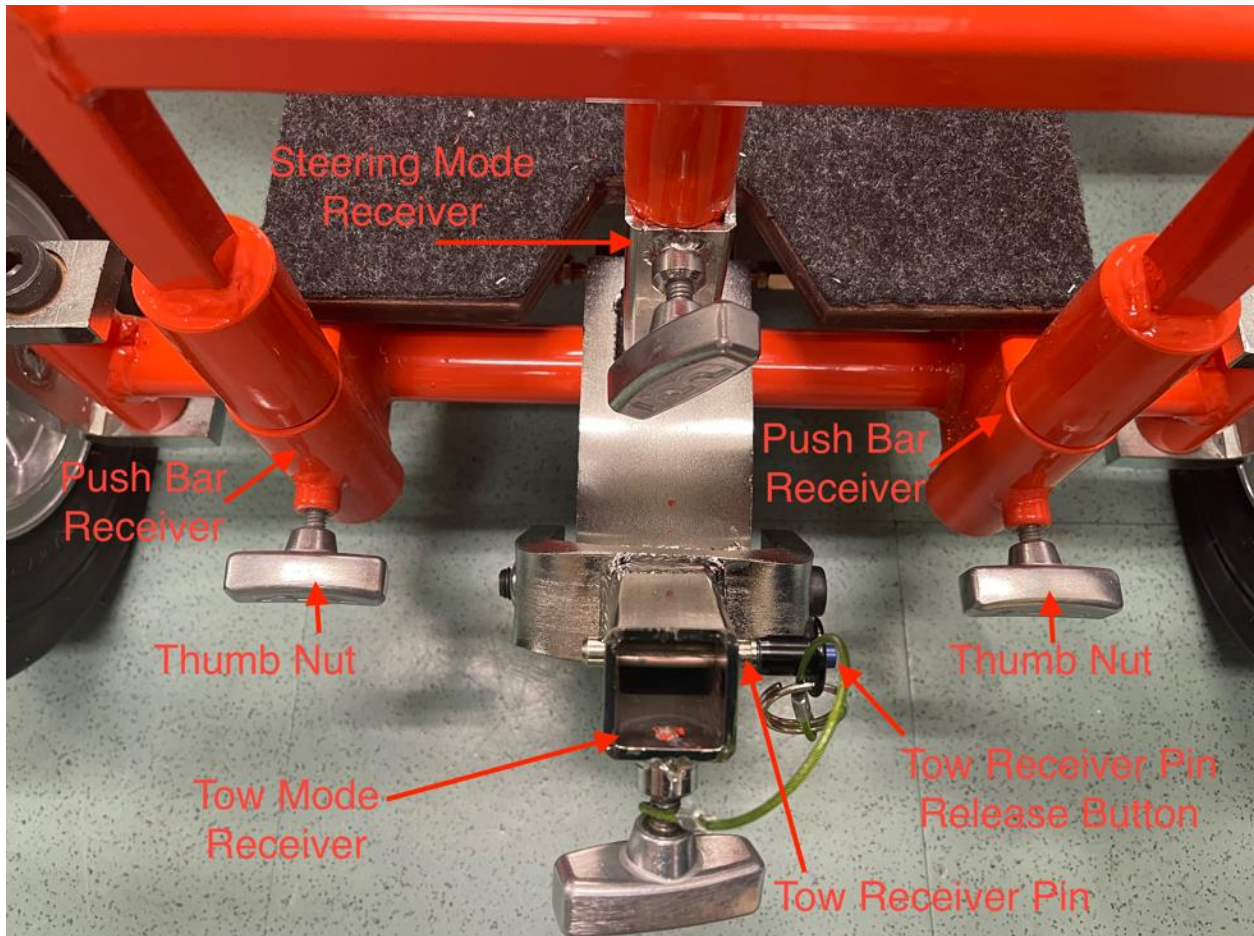
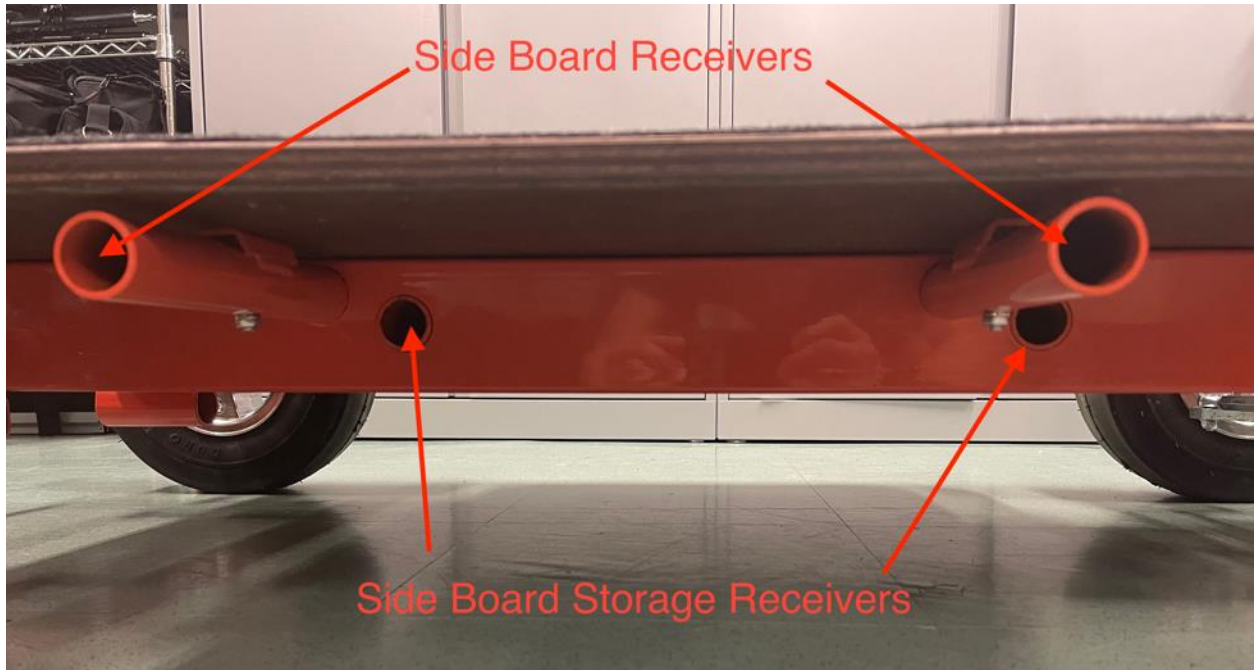
This guide will review the overall parts and pieces, assembly, disassembly, and transport of the Cinema Studies Doorway Dolly.

The most important rule is that from check out to use to return **THIS IS A TWO PERSON RIG**. You need two people to transport it and two people to use it. It weighs 117lbs and is awkward to move in and out of vehicles. **NEVER USE ON A STEEP HILL!**

Some general features and rules of this rig:

- The deck is carpeted for noise reduction.
- Ground clearance in this set up is 9”.
- The dolly is about 28” wide, so it should fit through most doors. It has two side boards that add 10” per side when used. It’s 51” long.
- You can use the dolly to transport other equipment to your vehicle or on set. It has an 800lb max load.
- There is a hook on the dolly deck for a strap for tripods and other equipment.
- It’s possible for a camera operator and a focus puller to ride the dolly.
- The tires take air. We will provide you with a small kit including a portable pump for the tires in case you get a flat.
- ALWAYS tighten thumb nuts when they are not in use. NEVER overtighten any equipment. Do not remove the two thumb nuts near the wheels...the axles will come out.
- **Layout:**

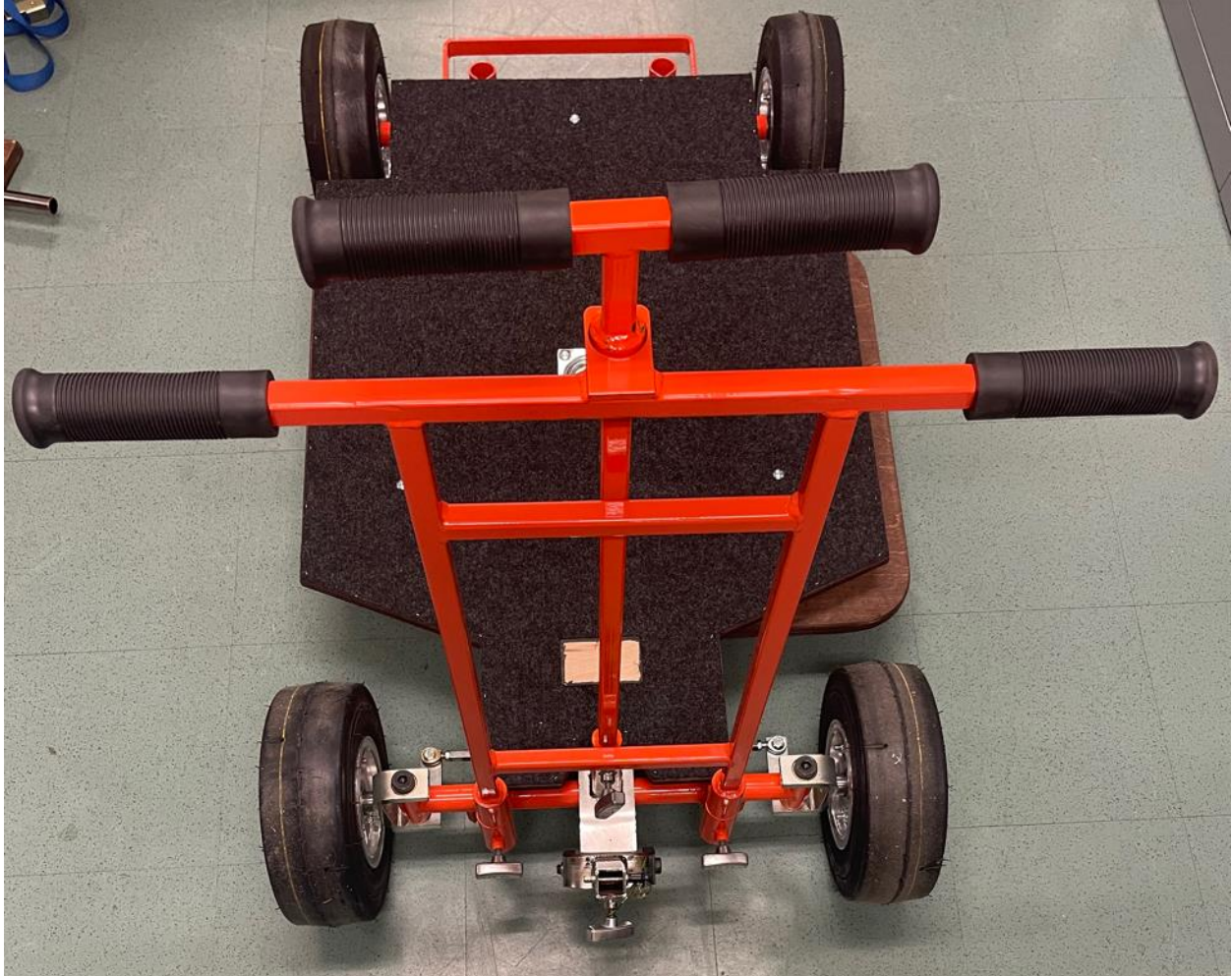




Basic Use:

You can use the dolly in two modes: **Push and Tow.**

In Push Mode:



Install side boards if you would like. Place Push Bar with the receiving hole facing forward into Push Bar Receivers and tighten the thumb nuts. Slide the Tow Bar through the receiving hole on the Push Bar and into the Steering Receiver and tighten the thumb nut for the Tow Bar. You can now push and steer the dolly.

Push mode option two:

You can also remove the Push Bar and install it on the opposite side of the dolly. You will also need to unthread the two Thumb Nuts and move them to the opposite side of the dolly.

Tow Mode:



Press the blue button on the Tow Receiver Pin to remove it. Slot the Tow Bar into the Tow Receiver, insert the Pin and tighten Thumb Nut. You may now pull the dolly and steer it.

Mounting the Camera:

When mounting or dismounting the camera you will need someone to hold the dolly so that it doesn't move.

Sandbags will help to weigh down the tripod for stability and safety. They can go on the spreader or on the outside of the legs at the base.



Transport:

Once dolly is to your vehicle remove the push and tow bars, as well as the side boards. Side boards are stored with the wood sides facing up.

If putting in a back seat. With two people lift the dolly on its side and lift onto car seat. One person will have to go from other side to pull in as the other person pushes. A blanket or sound blanket may be helpful as to not damage seats.

If putting in a trunk. Have two people lift onto back of vehicle trunk area and slowly finesse into trunk.

If putting in the back of the truck. Have to people lift into the bed of the truck. You MUST strap it down as you don't want a 117lb dolly wheeling around back there.