Remove the Spin Handles between the Upper and Lower Spin Poles by clicking in the push-buttons and sliding them out.

Remove the Lower Spin Pole from the Upper Spin Pole by unscrewing the nuts and bolts that connect the two together and sliding them apart.

Remove the Upper Spin Pole from the frame by unscrewing the nut, bolt and washers that connect the two together.

Dispose of your Upper Spin Pole responsibly. You will receive a replacement.