LOADING INSTRUCTIONS

Loading the dispenser without a stub roll
A. Load towel roll into upper roll holders so that the paper feeds down from the back. (Figure 1)
B. Lift the transfer bar.
C. Place the leading edge of the paper under the transfer bar and on top of the drive and pressure rollers. Release the transfer bar. (Figure 2)
D. Press the Sheet Feed Button.
E. Firmly close dispenser.

Loading the dispenser with a stub roll
A. When the main roll is approximately 2.6” in diameter (60’) the stub roll light will come on. At that time and without disengaging the paper sheet, move the stub roll to the lower roll holders. (Figure 3)
B. Load the new towel roll into the upper roll holders so that the paper feeds down from the back.
C. Lift the transfer bar.
D. Place the leading edge of the paper under the transfer bar and on top of the existing paper sheet. Release the transfer bar.
E. Wrap the leading edge of the paper up and around the transfer bar and puncture the paper with the transfer tab so that the paper is held in place. (Figure 4)
F. Leave some slack in the main roll to ensure proper transfer.
G. Firmly close dispenser.
H. The stub roll will continue to dispense paper until the last 15 feet, at which time the main roll will begin to feed. During this transition both rolls will feed paper until the stub roll is empty.

LOADING NEW BATTERIES

NOTE: Use only new alkaline (LR20) “D” size batteries.
A. Squeeze tabs on battery housing inward then rotate housing forward and down. (Figure 5)
B. Remove spent batteries if any are present.
C. Load new batteries making sure to insert them with the proper polar alignment.
D. Red LED will flash while system initializes.
E. When battery power is low, Low Battery Light will turn on. (Figure 6)

SEE OTHER SIDE FOR OPERATING INSTRUCTIONS
A. Selecting an Operating Mode. The dispenser is designed to function in either “Hidden” or “Hang” mode.

- To select “Hidden” mode, slide the switch to the icon. (See Chart 1 and Figure 6.) In this mode, a sheet will be dispensed when a hand is detected under the dispenser.

- To select “Hang” mode, slide the switch to the icon. (See Chart 1 and Figure 6.) In this mode, a sheet is already hanging out of the dispenser. Each time the sheet is torn, another will automatically dispense.

**NOTE:** It is recommended that the activation sensitivity switch be set to High (switch fully down) when in “Hang” mode, unless the installation is over a counter or trash receptacle.

B. Adjusting the Activation Sensitivity. To adjust the activation sensitivity set the switch as desired. (See Chart 2, the note below it and Figure 6.)

C. Adjusting the delay between dispenses. To adjust the length of time between dispenses, set the slide switch to 0.5, 1 or 1.5 seconds as desired. (See Chart 2 and Figure 6.)

D. Adjusting the sheet length. To adjust the length of sheets that are dispensed, set the slide switch to short, medium or long as desired. (See Chart 2 and Figure 6.)

E. Indicator Lights (Figure 6):

The **Low Battery Indicator Light** will begin to blink yellow and red intermittently when the battery life is getting low. The light will remain on when the batteries need replacement.

The **Low Product Indicator Light** will blink yellow when the product roll can be moved to the stub roll position. The indicator light will blink red twice and then pause when the unit has been used incorrectly or has malfunctioned or needs to be checked for a paper jam. Unit may be reset by opening and closing the housing cover. The indicator light blinks green for 1/4 second when a proper towel tear has occurred (only for the 1st 25 sheets after initial power-up).

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Americans with Disabilities Act (For use in U.S. only): Title III of the Americans with Disabilities Act (“ADA”) governs, in detail, the placement and operation of dispensers. You should ensure that your mounting and use of dispensers complies with that law as well as the regulations issued under that statute. The mounting suggestions in this document may or may not fulfill the obligations of the ADA with respect to your facility.

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SEE OTHER SIDE FOR LOADING INSTRUCTIONS