

LOADING INSTRUCTIONS

Mini-Jumbo Twin Tissue Dispenser



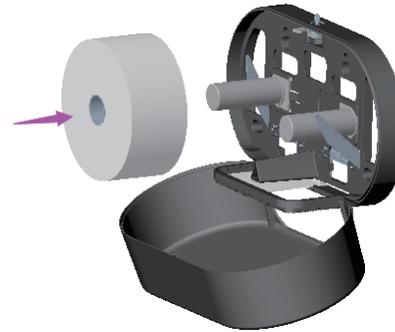
Step 1

Insert key into lock located at the top of the dispenser. Open front cover of the dispenser being careful not to allow front cover to drop freely.



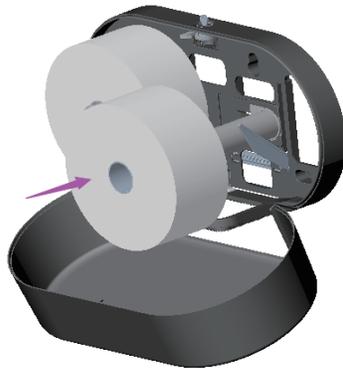
Step 2

Position bottom sliding door either to the right or left position.



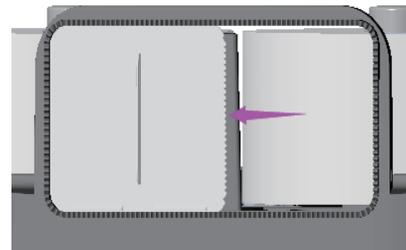
Step 3

Load each roll of toilet paper onto spindles ensuring that the leading edge of tissue from each roll is directed down the middle of the bottom dispenser opening.

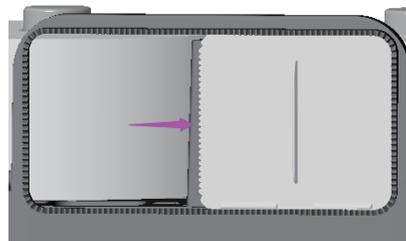


Step 4

Before closing the front cover, locate the bottom sliding door in the desired starting position (left side justified, or right side justified).



Or



Step 5

Securely close the front cover of the dispenser and ensure that lock latch is secure. The dispenser is now ready to dispense paper. Simply pull the paper from the bottom of the dispenser to obtain paper.



Keyed vs Push Button Locking Options

This dispenser has an option to allow maintenance staff to open the dispenser by either requiring a key or by simply depressing the lock with a finger.

1. For access requiring a key: To require a key to open the dispenser, initially insert the key into the lock and turn the lock to the horizontal position as shown in Figure 1. A key will be required to open the dispenser when the lock is left in this position. This option is generally used in public restrooms where tissue or towel needs to be secured.

- OR -

2. For push button access without requiring a key: To set the dispenser to open without requiring a key, use the key initially to turn the lock counter-clockwise to the position shown in Figure 2. The dispenser will now open by depressing the lock with a finger (without requiring a key) if the lock is left in this position. This option is generally used in restrooms where tissue or towel security is not an issue

Keyed Operation

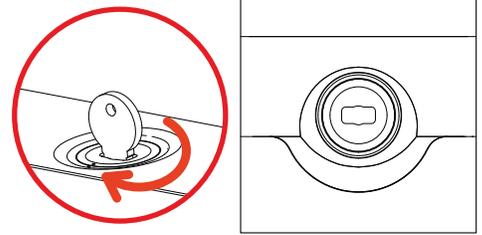


Figure 1

Push Button
Operation

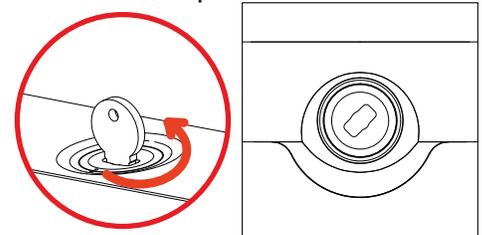


Figure 2