

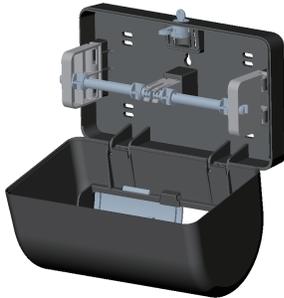
## LOADING INSTRUCTIONS

### Twin Hi-Capacity Small Core Tissue Dispenser



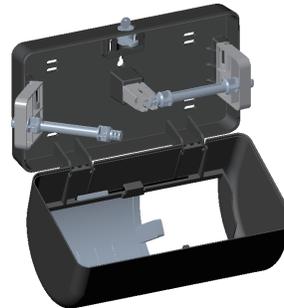
#### Step 1

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



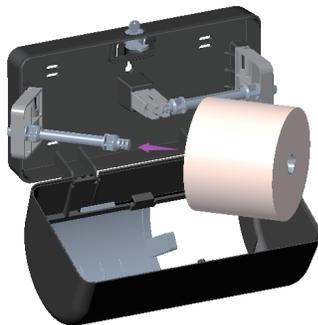
#### Step 2

At the center of the left-side tissue spindle, pull  
to detach and move the spindle to the open  
position as shown.



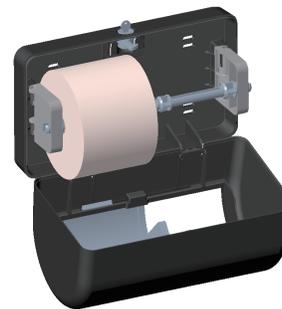
#### Step 3

Load the left side tissue roll ensuring that the  
leading edge of tissue paper is dispensed  
from the front of the roll.



#### Step 4

Rotate the left spindle back to the closed  
position making sure to "snap" the spindle  
into the locked position as shown.



#### Step 5

Use the same process (steps 2-4) to load the  
right-side tissue spindle.



#### Step 6

Before closing the front cover, locate the front  
sliding door in the left side.



#### Step 7

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 paper from  
the bottom to dispense.



## 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

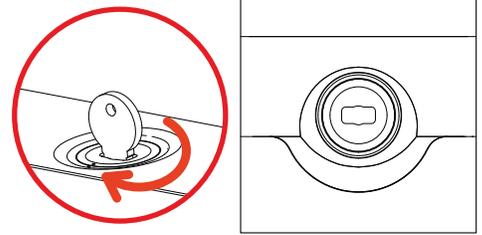


Figure 1

Push Button  
Operation

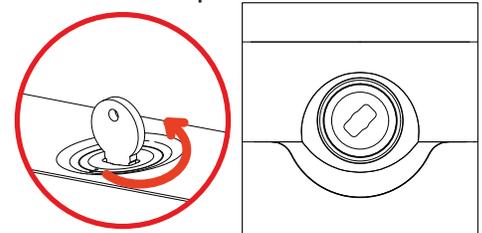


Figure 2