Removing Lid Assembly
1. Open latch and use it to lift lid slightly; rotate the lid one quarter-turn left or right to unseat the catch. (fig. A)
2. Remove lid assembly.
3. Remove cardboard packaging and hardware box.

Installing Batteries
1. Remove the two screws from the power supply box (located on underside of lid assembly) using a Phillips-head screwdriver.
2. Install four D-cell alkaline batteries as shown in the diagram of the power supply box. (Batteries included in hardware box)
3. Replace cover and screws.

Installing Swivel Casters or Leveling Feet
For Swivel Casters (fig. B)
1. Insert stem up through the base hole.
2. Place flat washer over stem.
3. Thread hex nut and tighten with \( \frac{9}{16} \)" wrench
4. Repeat above steps for all casters

NOTE: Two of the four casters are locking-style casters, to be alternated with the standard casters during installation. There is an additional hole for securing the base; it is not meant for a caster.

For Leveling Feet (fig. C)
1. Thread a flange hex nut onto stem, with flange facing away from foot base; hand tighten until nut stops at bottom of threads.
2. Insert stem up through the base hole.
3. Place flat washer over stem.
4. Thread a standard hex nut and tighten with \( \frac{9}{16} \)" wrench
5. If unit needs to be leveled, adjust lower nut first, then retighten top nut

NOTE: There is an additional hole for securing the base; it is not meant for a leveling foot.
Adding Sanitizer or Replacing Sanitizer Bucket

Adding Sanitizer to Bucket
1. Remove bucket from base unit.
2. Unscrew cap assembly from bucket spout and remove. *(fig. D)*
3. Refill bucket with sanitizer.
4. Replace cap assembly and lift bucket into base unit.
5. Connect ¼" tube by inserting firmly into the push-to-connect fitting. *(fig. E)*
6. Press red button on pump to automatically prime sanitizer. If no sanitizer dispenses, press the button again. *(fig. F)*
7. Place lid assembly onto base unit, positioning black metal catch a few inches left or right of the molded plastic tab. Lower the lid, aligning undercut groove with the top rim of the base unit. *(fig. G)*
8. With lid assembly seated on base, rotate lid until exterior latch is aligned and interior catch is engaged. Secure latch.

Replacing Sanitizer Bucket
1. Remove bucket from base unit.
2. Unscrew cap from full bucket of sanitizer and set aside. (Keep cap for future storage of unused sanitizer if bucket is removed).
3. Pull seal from spout and discard.
4. Thread on cap assembly provided with unit. *(fig. D)*
5. Lift bucket into base unit.
6. Connect ¼" tube by inserting firmly into the push-to-connect fitting.
7. Press red button on pump to automatically prime sanitizer. If no sanitizer dispenses, press the button again. *(fig. F)*
8. Place lid assembly onto base unit, positioning black metal catch a few inches left or right of the molded plastic tab. Lower the lid, aligning undercut groove with the top rim of the base unit. *(fig. G)*
9. With lid assembly seated on base, rotate lid until exterior latch is aligned and interior catch is engaged. Secure latch.

**NOTE: Protect your sanitizer supply!** Exterior latch accepts a padlock (not included) to prevent pilfering and unauthorized access.

Troubleshooting

**If sanitizer does not dispense**
- Make sure batteries are charged and properly installed.
- Make sure dispenser is primed by pressing red button on pump. This will cycle the pump 10 times, automatically priming the sanitizer. Repeat as necessary until sanitizer dispenses.
- Keep unit upright when priming and/or operating. The dispenser will not prime in upside-down position.
- Make sure tubing is connected to the dispenser and bucket. Inspect push-to-connect fitting; disconnect and reconnect if necessary.