

# INSTRUCTIONS FOR MAINTENANCE

## BOBRICK SANITARY NAPKIN/TAMPON VENDORS – MODELS B-37063, B-370634, and B-370639

### MAINTENANCE

#### To load Dispensers:

Insert 20 napkin packages, measuring between 2-7/8" x 3/4" x 4-1/8" to 3-1/8" x 1-1/8" x 4-3/8" (73 x 19 x 105mm to 80 x 29 x 111mm) in the napkin magazine (see Advisory Bulletin TB-25). Then insert 30 tampons, measuring between 4-5/8" long x 9/16" diameter minimum to 5-1/8" long x 3/4" diameter maximum (118 x 14mm to 130 x 19mm) in the tampon magazine.

#### To empty Coin Box: (25¢ and 50¢ only)

Unlock coin box lock with key provided and pull forward to remove. Empty coin box then reinsert coin box ensuring rectangular feet are fully inserted into coin box bracket mounting slots (see Fig. A). Lock coin box into place.

#### To dispense Napkin or Tampon:

Insert coin(s) in coin slot (25¢ and 50¢ only), push button as far as it will go and release. When *one* napkin or tampon is left, the napkin or tampon red *empty* indicator blocks the coin slot to prevent another coin from being inserted and indicates time to refill.

### REPLACEMENT PARTS (refer to Fig. B)

#### Free

3706-256	Door Assembly Kit, Free (includes Bezel Assemblies)
3706-195	Tampon Bezel Assembly Kit Free
3706-196	Napkin Bezel Assembly Kit Free
3706-294	Tampon Magazine Assembly Kit Free
3706-295	Napkin Magazine Assembly Kit Free

#### Token

3706-166	Token Conversion Kit
3706-197	Tampon Bezel Assembly Kit Token
3706-198	Napkin Bezel Assembly Kit Token
3706-296	Tampon Magazine Assembly Kit Token
3706-297	Napkin Magazine Assembly Kit Token
3706-405	Tokens (qty. 100)

#### 25¢

3706-157	Door Assembly Kit, 25¢ (includes Bezel Assemblies)
3706-191	Tampon Bezel Assembly Kit 25¢
3706-192	Napkin Bezel Assembly Kit 25¢
3706-205	Tampon Magazine Assembly Kit 25¢
3706-206	Napkin Magazine Assembly Kit 25¢

#### Universal

3706-60	Product Tray Kit
3706-344	Coin Box Kit
3706-240	Coin Conversion Kit, Free, 25¢ (includes Bezel Assemblies)
383257	Door Lock & Key (keyed to Cat 74)
3706-175	Door Lock & Key (keyed to Cat 118 for added security)
370634-17	2" Skirt FOR Semi-Recessing
370639-18	6" Skirt for Surface-Mounting

#### If Vendor fails to work properly, ensure that:

1. Machine is loaded with correct size napkins and tampons.
2. Damaged napkins or tampons are not jamming mechanism.
3. Coin box is seated properly on coin box bracket. (25¢ and 50¢ only)
4. Coin box is not full. (25¢ and 50¢ only)

#### To replace individual Magazine Assembly:

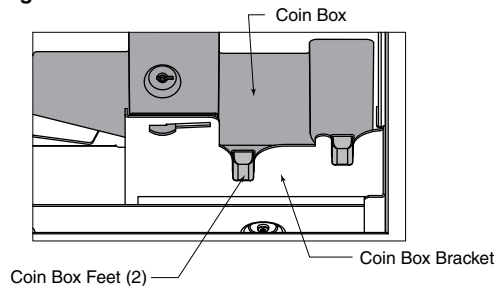
Order applicable Free, 25¢ or 50¢ Napkin and/or Tampon Magazine Assembly Kit. Remove napkins and/or tampons from vendor. Remove existing magazine by unscrewing two (2) hex nuts from each magazine assembly as indicated in figure B; install new magazine assembly using same hex nuts.

#### To convert coin denomination:

Order Part No. 3706-240 Coin Conversion Kit which includes two (2) Bezels, Label Sheet with Free, 25¢, and 50¢ labels, and lever assembly for each coin denomination. For complete set of instructions for conversion in the field, refer to Form No. 3706-261.

**Note:** If converting from Free to a coin operated vendor, a coin box kit, Part No. 3706-344 must be ordered separately. (Refer to Form No. 3706-261 for complete conversion instructions).

Fig. A



#### IMPORTANT NOTE:

Ensure coin box round feet are engaged in coin box bracket.

#### To replace Bezel Assembly:

Remove existing bezels from the door by removing three (3) plastite screws from each bezel assembly on the door. Install new bezels ensuring that the locating pins are properly engaged and reinstall existing screws. Refer to replacement parts for correct Bezel assembly.

#### To replace Product Tray Kit:

Order Part No. 3706-60. Remove four (4) plastite screws from bottom of cabinet and remove tray. Install new tray using same screws. If unit is recessed, unit must be removed from wall to access screws for product tray replacement.

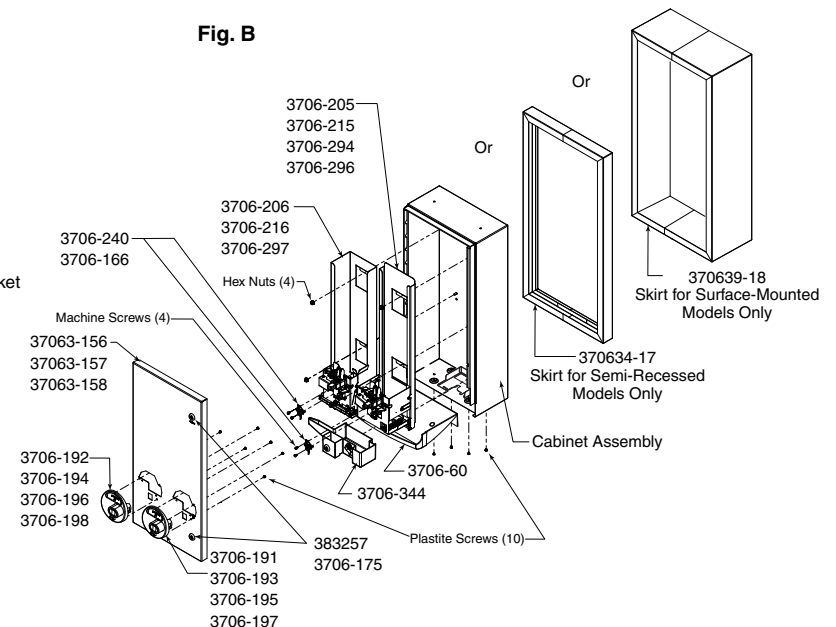
#### To replace Door Locks:

Order 2 each Part No. 383257 or 3706-175. Remove lock nut from inside of door. Install new locks, securing them with new lock nut.

#### To replace Door:

Order Part No. 3706-156 for Free operation, 37063-157 for 25¢ or 37063-158 for 50¢. Unlock and open door. Use nail or similar object to push hinge pin out of hinge knuckle and use pliers to pull hinge pin out. Remove door. Using same hinge pin, align hinge knuckles of new door with the cabinet and insert pin from top. Ensure hinge pin is aligned flush at top or bottom of hinge barrel and filed smooth.

Fig. B



#### In the U.S.A.: BOBRICK WASHROOM EQUIPMENT, INC.

Los Angeles: 6901 Tujunga Ave., North Hollywood, CA 91605-6213; Tel: (818) 982-9600, FAX: (818) 503-1102  
New York: 200 Commerce Drive, Clifton Park, NY 12065-1350; Tel: (518) 877-7444, FAX: (518) 877-5029,  
or e-mail: customerservice@bobrick.com

#### In Canada: BOBRICK WASHROOM EQUIPMENT COMPANY

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# INSTRUCTIONS FOR CONVERSION

## BOBRICK ADA COMPLIANT SANITARY NAPKIN/TAMPON VENDOR

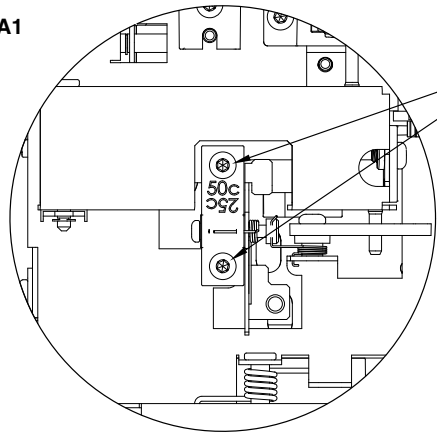
### MODELS B-2706, B-3706, B-37063, B-370634, B-370639, B-4706, B-47064, B-47069

#### To Convert Coin Denomination:

##### From Coin to Token, 50¢ to 25¢

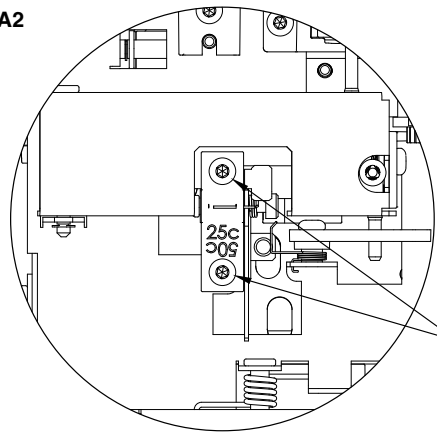
1. Remove two (2) machine screws (T15 Torx Drive) from each of the 25¢ Coin Return Lever Assemblies at the locations indicated in figure A.
- 2a. For conversion from 25¢ to token, order part number 3706-166: Install Token Coin Lever Assembly (included with kit) so that the 25¢ embossment is on top (see figure A2) and reinstall screws.
- 2b. For conversion from 50¢ to 25¢, order part number 3706-161: Install 25¢ Coin Return Lever Assemblies (included with kit) so that the 25¢ embossment is on top (see figure A2) and reinstall screws.
3. Adhere coin label (included with kit) onto existing Bezels to match the coin denomination of the magazine. Adhere Napkin graphics label on left Bezel and Tampon graphics label on right Bezel.

Fig. A1



Machine Screws  
(T15 Torx)

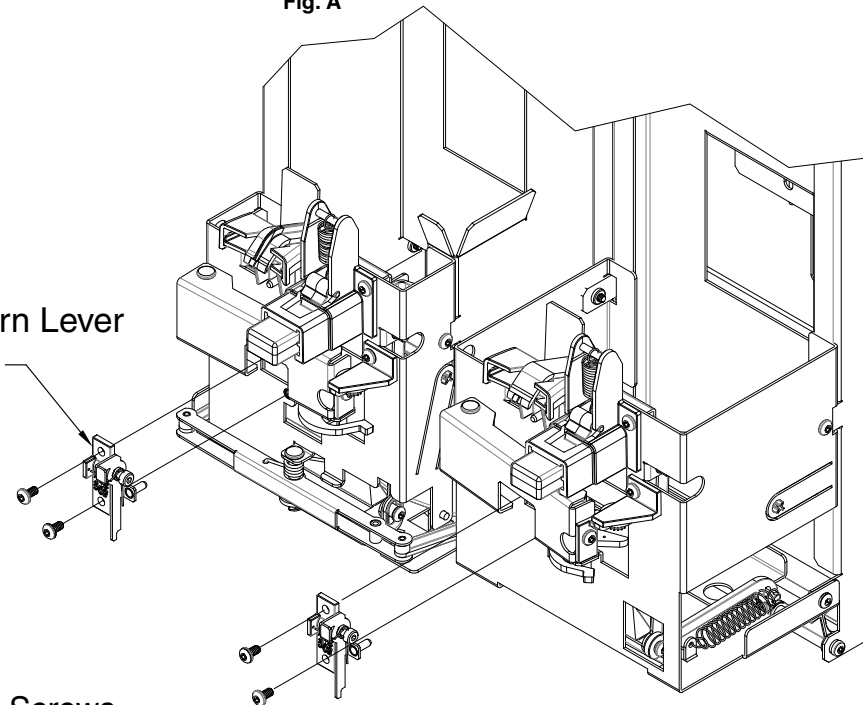
Fig. A2



Coin Return Lever  
Assembly

Machine Screws  
(T15 Torx)

Fig. A



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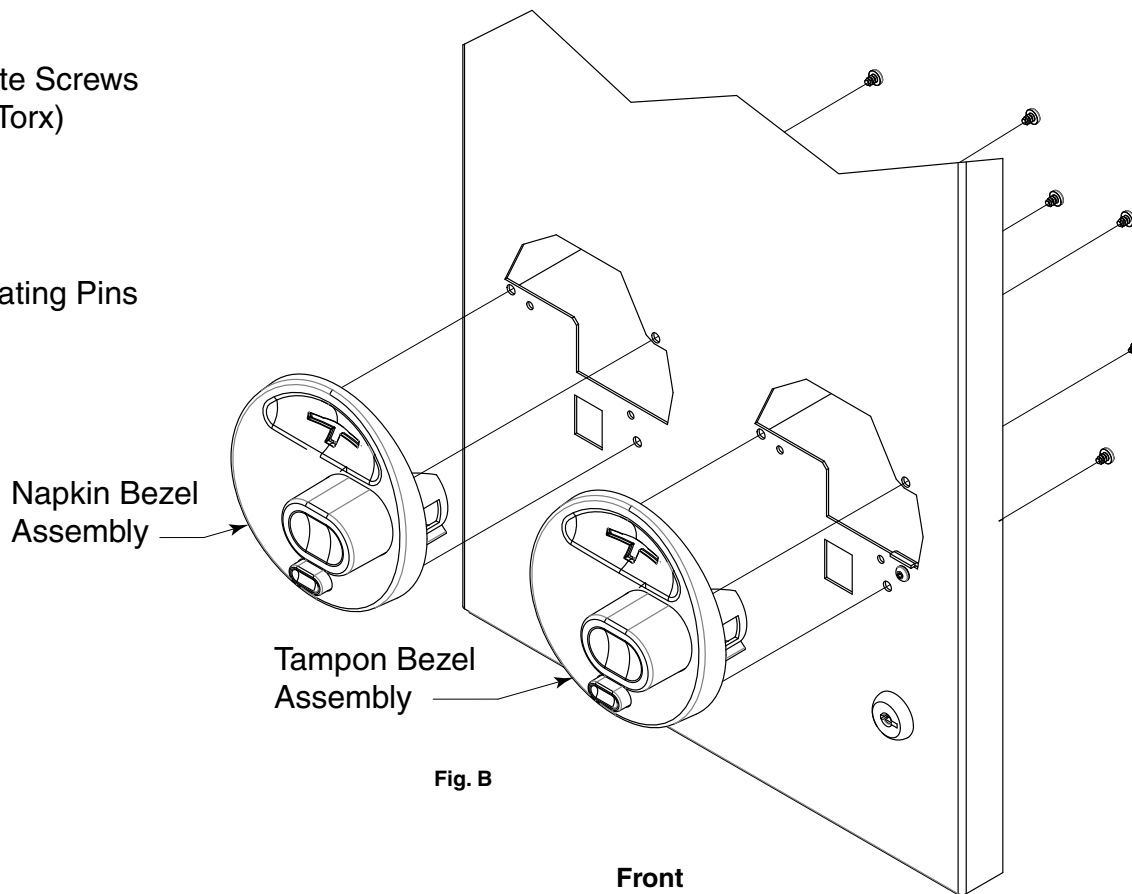
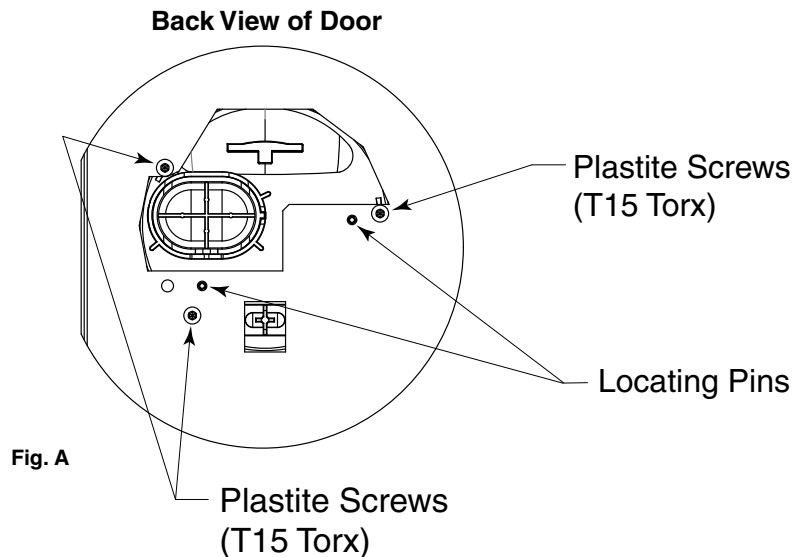
# INSTALLATION INSTRUCTIONS FOR BEZEL ASSEMBLY

BOBRICK ADA COMPLIANT SANITARY NAPKIN/TAMPON VENDOR

MODELS B-2706, B-3706, B-37063, B-370634, B-370639, B-4706, B-47064, B-47069

## To Replace Bezel Assembly:

Remove existing Bezels from the door by removing three (3) Plastite screws (T15 Torx Drive) from each Bezel assembly at the back of the door (see figures A & B). Install new Bezels ensuring that the locating pins are properly engaged in the door pilot holes and reinstall existing screws (see figures A & B).



### For ClassicSeries® Model Numbers B-2706, B-3706 and TrimLineSeries™ Model Numbers B-37063, B-370634, B-370639

- 3706-191 Tampon Bezel Assembly Kit 25¢
- 3706-192 Napkin Bezel Assembly Kit 25¢
- 3706-193 Tampon Bezel Assembly Kit 50¢
- 3706-194 Napkin Bezel Assembly Kit 50¢
- 3706-195 Tampon Bezel Assembly Kit Free (Not shown)
- 3706-196 Napkin Bezel Assembly Kit Free (Not shown)
- 3706-197 Tampon Bezel Assembly Kit Token
- 3706-198 Napkin Bezel Assembly Kit Token

### For ConturaSeries® Model Numbers B-4706, B-47064, B-47069

- 4706-191 Tampon Bezel Assembly Kit 25¢
- 4706-192 Napkin Bezel Assembly Kit 25¢
- 4706-193 Tampon Bezel Assembly Kit 50¢
- 4706-194 Napkin Bezel Assembly Kit 50¢
- 4706-195 Tampon Bezel Assembly Kit Free (Not shown)
- 4706-196 Napkin Bezel Assembly Kit Free (Not shown)



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# INSTRUCTIONS FOR MAGAZINE REPLACEMENT

## BOBRICK ADA COMPLIANT SANITARY NAPKIN/TAMPON VENDOR

### MODELS B-2706, B-3706, B-37063, B-370634, B-370639, B-4706, B-47064, B-47069

**TOOLS REQUIRED:** Ratchet with 3/8" Socket

#### To replace individual Magazine Assembly:

**Note:** Remove napkin boxes and/or tampon tubes from vendor before replacing Magazine Assemblies.

1. Unlock and remove Coin Box from unit.
2. Remove two (2) Hex nuts (#10-32) from each Napkin and Tampon Magazine Assemblies using a ratchet with 3/8" socket.
3. Pull Napkin Magazine forward and out of cabinet.
4. Pull Tampon Magazine forward and out of cabinet.
5. Install new Napkin and Tampon Magazine Assemblies into cabinet in the reverse order as they were removed and reinstall existing Hex nuts.
6. Replace Coin Box into position below magazines and lock in place.

#### REPLACEMENT PARTS

For ClassicSeries® Model Numbers B-2706, B-3706 and TrimLineSeries™ Model Numbers B-37063, B-370634, B-370639

##### Free

- 3706-256 Door Assembly Kit, Free (includes Bezel Assemblies)
- 3706-195 Tampon Bezel Assembly Kit Free
- 3706-196 Napkin Bezel Assembly Kit Free
- 3706-294 Tampon Magazine Assembly Kit Free
- 3706-295 Napkin Magazine Assembly Kit Free

##### Token

- 3706-166 Token Conversion Kit
- 3706-197 Tampon Bezel Assembly Kit Token
- 3706-198 Napkin Bezel Assembly Kit Token
- 3706-296 Tampon Magazine Assembly Kit Token
- 3706-297 Napkin Magazine Assembly Kit Token
- 3706-405 Tokens (qty. 100)

##### 25¢

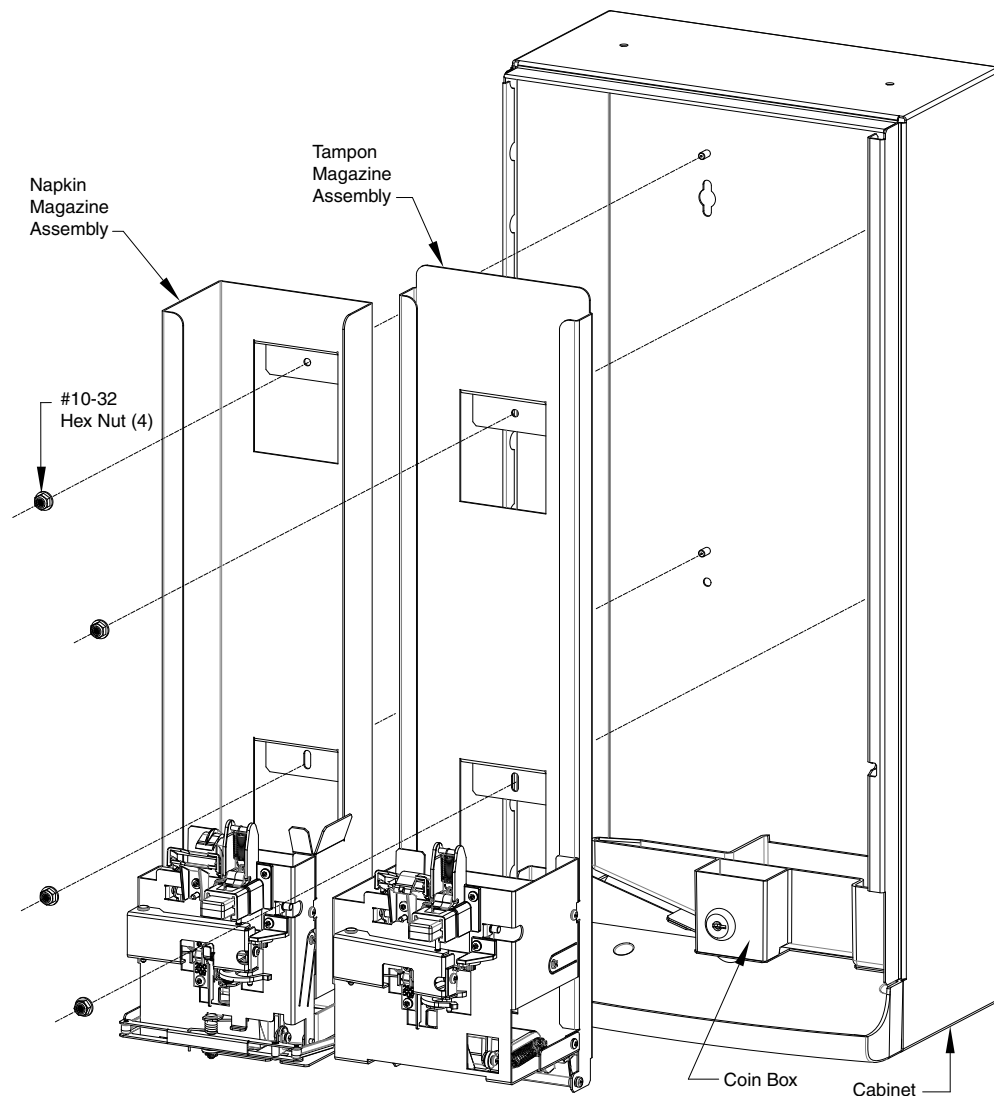
- 3706-157 Door Assembly Kit, 25¢ (includes Bezel Assemblies)
- 3706-191 Tampon Bezel Assembly Kit 25¢
- 3706-192 Napkin Bezel Assembly Kit 25¢
- 3706-205 Tampon Magazine Assembly Kit 25¢
- 3706-206 Napkin Magazine Assembly Kit 25¢

##### Universal

- 3706-60 Product Tray Kit
- 3706-344 Coin Box Kit
- 3706-240 Coin Conversion Kit, Free, 25¢ (includes Bezel Assemblies)
- 383257 Door Lock & Key (keyed to Cat 74)
- 3706-175 Door Lock & Key (keyed to Cat 118 for added security)
- 370634-17 2" Skirt FOR Semi-Recessing
- 370639-18 6" Skirt for Surface-Mounting



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