

# Model # 2374

## Installation Instructions



### STEP 1 – SITE PREPARATION

This unit requires some provisions to be made to route the electrical and communication from the unit to the main building. Always check the local building codes for requirements on power and communications hookups. Modify these installation instructions according to local requirements. Always use professional technicians for installing the power and communications.

The contract administrator is responsible for all site preparation drawings. If the drawings are not available at the time of installation, contact the contract administrator.

The ATM must be on site in order to complete the installation.

### STEP 2 – UNPACKING AND HANDLING

- While transporting, uncrating, and handling, do not set anything against the unit without the appropriate padding.
- The packaging should be examined when received for any shipping damage.
- Remove the packing material at the site unless damage has occurred.
- When removing the packing material make sure not to damage the product while cutting off the plastic wrap.

### STEP 3 – INSTALLATION

1. Position the topper on the ATM. Mark the location with a pencil for future reference.
2. Remove the Topper from the ATM.
3. Clean the area where the topper will sit with a household cleaner and let the area dry. Do not remove the reference marks.
4. Remove the paper protector from the double stick tape located on the bottom of the unit.
5. Place the unit on the top of the ATM in the desired position. Press down all along the taped areas to seat the tape.

6. **Optional** - Find the self-drilling screws in a packet taped to the unit. Open the ATM and inspect the location where the screws will go through. Make sure that there are no wires or other items that can be damaged by the screws. Drive the screws through the bottom of the unit and into the ATM metal cabinet.
7. Clean up with a household spray cleaner. Clean up any packing materials.

### **Lamp Replacement**

1. Position a suction cup in the upper right corner of the sign in the front of the topper. Gently pull the sign away until the corner of the sign can be grasped and pulled from the topper.
2. Replace the bulbs
3. Reinstall the sign. Place the sign in the opening. Press firmly around the perimeter of the sign to engage the Velcro. Make sure the sign is seated correctly and that the Velcro is fully engaged.

## **STEP 4 – MAINTENANCE**

### **Monthly**

To protect the finish, wash with soap and water to remove dust, dirt and other debris. Wash and dry the exterior in a straight motion along the length of the unit. Use a natural chamois or terry cloth towel for drying.

### **Biannually**

Wash and wax the exterior of the unit. Use any name brand liquid or paste automotive wax. They are easy to use and provide excellent protection. Apply the wax in circular motion and finish by wiping in a straight motion along the length of the unit. This results in a uniform drying pattern. After it is applied to one section, move to the next section and let the first area dry (per the wax manufacturer recommendations). Then go back and polish the first area. Continue this process until the unit is completely waxed and polished.

### **Annually**

1. Replace all lamps.
2. Inspect the electrical connections.
3. Inspect all locks for wear and damage.

If there are any questions: please call **(801) 298-8082** and ask for Customer Service.

### **Limited New Product Warranty**

Companion Systems Inc. (CSI) will repair or replace free of charge, any product part manufactured by CSI that is proven to be defective in material or workmanship, for a period of one year from the date of shipment

Accessories supplied in conjunction with CSI products will be covered by the guarantee of the manufacturer of that accessory.

This warranty does not include any service or materials provided for the installation of the product either by CSI or by any other independent contractors hired by the customer or by CSI.

Repair and service adjustments caused by misuse, negligence, vandalism, modification, alteration, tampering, disconnection of factory installed parts, improper adjustments or repairs, accident, parts not supplied by CSI, add-on parts, improper maintenance, or repairs or adjustments by individuals or companies not authorized by CSI, are not covered by this warranty.

**Failure or damage caused by not following the required maintenance procedures will not be covered by this warranty.**

Incidental or consequential damages such as telephone calls, loss of time, inconvenience, or commercial loss are not covered.

CSI will determine, after presentation of photos and/or other pertinent information, whether or not the warranty applies.

If CSI decides that the product must be returned to the factory for repairs or replacement, the freight costs are not covered by warranty. CSI reserves the right to determine whether the part will be repaired or replaced, and whether it will be a repair in the field or at the factory.

Any implied warranties including those of merchantability of fitness are limited to 90 days. Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages, so the above limitation of exclusion may not apply to you.

This is the only express warranty authorized by CSI. This warranty gives you specific legal rights, and you may also have other rights, which vary from state to state.

Warranty is not transferable. This warranty applies only to the original purchasing institution. It does not apply to subsequent owners.

**Voiding of Warranties:** These installation instructions are an integral part of the product warranties given by Companion Systems to the customer. Proper operation and maximum performance of the product depend upon proper installation. In the event that the product is installed by the customer, or by anyone performing the installation at the customer request, in any manner other than in strict compliance with these instructions and specifications, all warranties express or implied, are void. All repairs and other modifications to the product necessary to bring the installation in compliance with these instructions will be at the customers' sole expense.

Warranty related claims or questions may be made by calling CSI Customer Service at 801-936-8082.