

INSTRUCTIONS FOR REPLACING 3961-50, TOUCH-FREE UNIVERSAL ROLL TOWEL DISPENSER MODULE
BOBRICK MODELS B-3961, B-39617 AND B-39619 CONVERTIBLE ROLL TOWEL DISPENSER AND WASTE RECEPTACLE

REMOVING EXISTING ROLL TOWEL DISPENSER MODULE

1. Unlock and open the door of the Roll Towel Dispenser Module.
2. Remove the paper towel roll if applicable.
3. Loosen but do not remove the 3961-24 Washer Lock Nuts located on the left and right sides of the Modular Housing Assembly until the 3961-25 Carriage Bolt can be moved. The 3961-24 Hex Lock Nut should not be removed from the 3961-25 Carriage Bolt, ensuring that the Carriage Bolt will not fall into the wall cavity. (See Figure 1)
4. Remove the mounting hardware, the 3961-25 Carriage Bolt with the 3961-24 Washer Lock Nut, by sliding them toward the hole until the head of the carriage bolt can move through the round portion of the keyhole slot. Put aside, four places.
5. Repeat Steps 3 and 4 for the mounting screws at the top of the Modular Housing Assembly while holding the Housing in place with one hand.
6. Close the door and carefully remove the housing from the cabinet.

INSTALLING NEW ROLL TOWEL DISPENSER MODULE

1. Unlock and open the door of the Roll Towel Dispenser Module.
2. Carefully slide new Roll Towel Dispenser Module into the cabinet and support it from underneath with one hand. (See Figure 2)
3. Insert one set of mounting hardware, the 3961-25 Carriage Bolt with the 3961-24 Washer Lock Nut, into the round portion of the upper right or left side keyhole slot from the inside of the housing with the head of the 3961-25 Carriage Bolt going in first. Position the square shoulder of the 3961-25 Carriage Bolt so that it is parallel with the straight sides of the keyhole slot and slide the entire assembly as far over as it will go. The square shoulder of the 3961-25 Carriage Bolt should be in contact with the end of the rectangular portion of the key slot to ensure proper seating of the mounting hardware. (See Figures 3 & 4).
4. Tighten down the 3961-24 Washer Lock Nut. The mounting hardware should not move when tugged and the Roll Towel Dispenser Module should be tight to the cabinet. Do Not overtighten the washer lock nuts.
5. Install the rest of the mounting hardware as described in steps 3 & 4 for the other keyhole slots.

NOTE: Waste capacity of these units can be changed by ordering Bobrick part numbers:
 367-60 (12-Gallon Waste Receptacle Module)
 368-60 (18-Gallon Waste Receptacle Module)

TOOL REQUIRED TO REMOVE LOCK NUT

| TOOL NAME | TOOL SIZE |
|------------------------------------|-----------|
| Socket, open end or box end wrench | 3/8" |

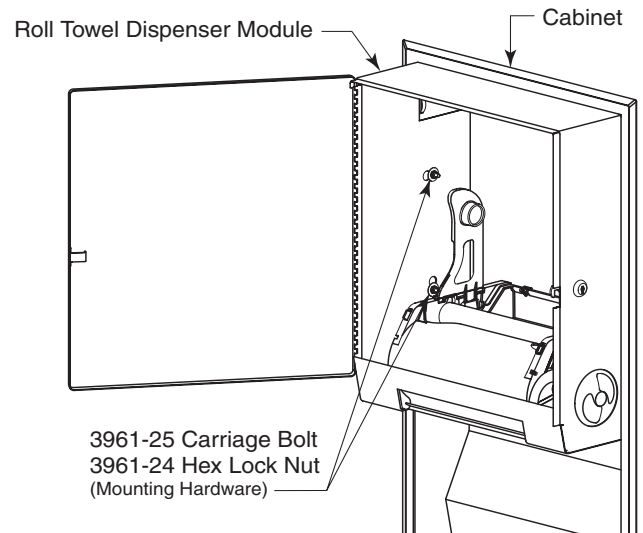


Figure 1

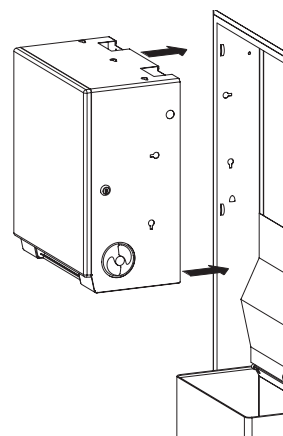


Figure 2

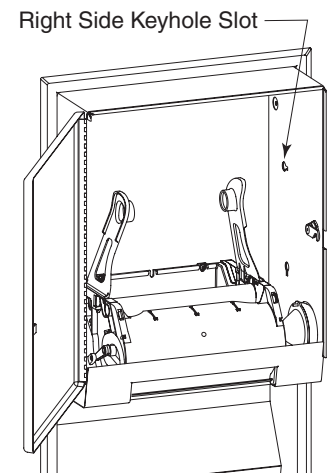


Figure 3



Figure 4

