

# INSTRUCTIONS FOR REPLACING 3974-350, AUTOMATIC UNIVERSAL ROLL TOWEL DISPENSER MODULE

BOBRICK MODELS B-3974, AND B-3979 CONVERTIBLE AUTOMATIC ROLL TOWEL DISPENSER AND WASTE RECEPTACLE

## REMOVING EXISTING MODULAR HOUSING ASSEMBLY

1. Unlock and open the door of the Modular Housing Assembly.
2. Remove the paper towel roll if applicable.
3. Loosen but do not remove the Washer Lock Nuts located on the left and right sides of the Modular Housing Assembly until the Carriage Bolt can be moved. The Hex Lock Nut should not be removed from the Carriage Bolt, ensuring that the Carriage Bolt will not fall into the wall cavity. (See Figure 1)
4. Remove the mounting hardware, the Carriage Bolt with the 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. Carefully remove the housing from the cabinet.

## INSTALLING NEW MODULAR HOUSING ASSEMBLY

1. Unlock and open the door of the Modular Housing Assembly.
2. Carefully slide new Modular Housing Assembly into the cabinet and support it from underneath with one hand. (See Figure 2)
3. Insert one set of mounting hardware, the Carriage Bolt with the 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 Carriage Bolt going in first. Position the square shoulder of the 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 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 Washer Lock Nut with a wrench. The mounting hardware should not move when tugged and the Modular Housing Cabinet 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"      |

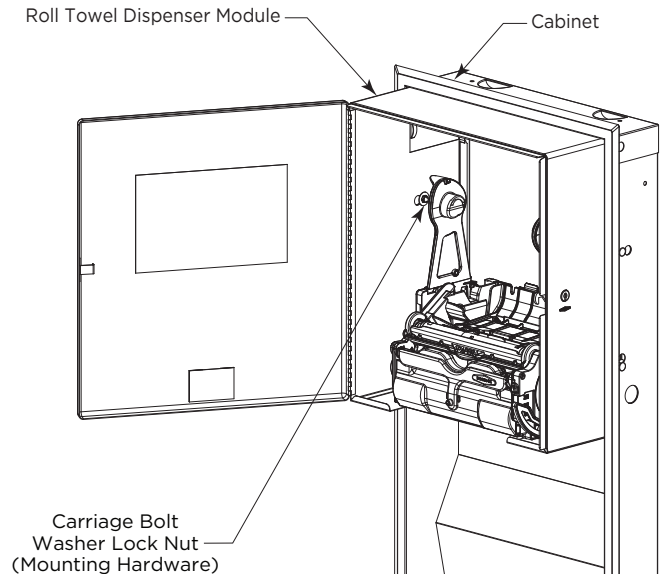


Figure 1

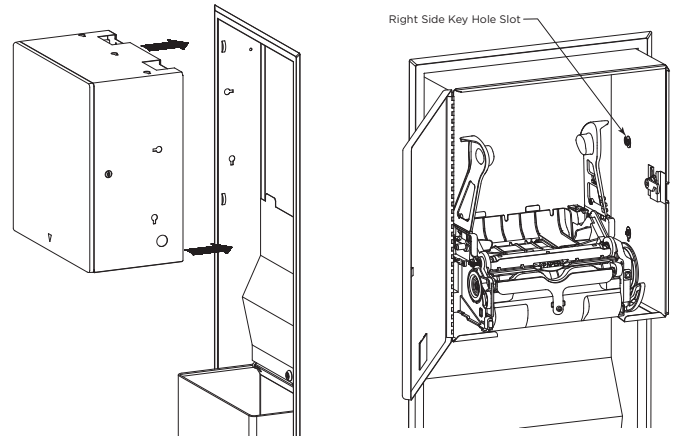


Figure 2

Figure 3

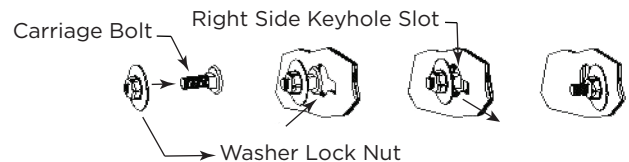


Figure 4



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# INSTRUCTIONS FOR RETROFITTING 3974-350 AUTOMATIC ROLL TOWEL MODULE

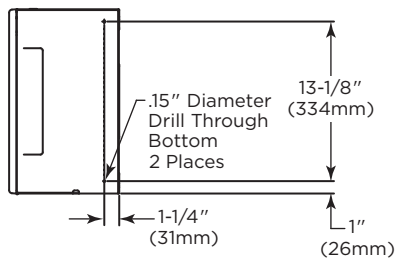
BOBRICK MODELS B-3974, B-39747 AND B-3979 CONVERTIBLE AUTOMATIC ROLL TOWEL DISPENSER AND WASTE RECEPTACLE

## PREPARE NEW 3974-350 FOR INSTALLATION

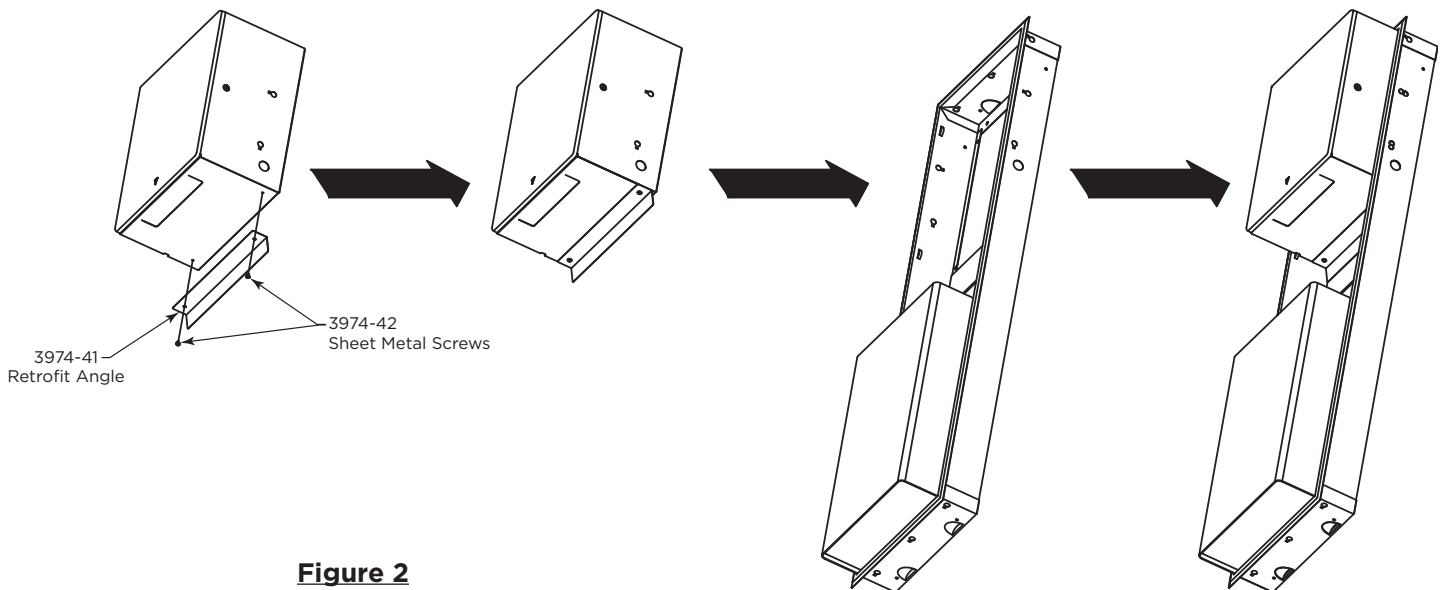
1. Remove the existing Roll Towel Module per the instructions on Sheet 1 of this Installation Instruction sheet.
2. Use 3974-43 Drilling Template included in the kit to drill two (2) .15" diameter holes in the bottom of the Roll Towel Module per the dimensions Figure 1 below.

## INSTALLING NEW MODULAR HOUSING ASSEMBLY USING 3974-85 RETROFIT KIT.

1. Use the 3974-42 Sheet Metal Screws to attach the 3974-41 Retrofit Angle to the bottom of the Roll Towel Module. Then install the 3974-350 Automatic Roll Towel Module into the towel dispenser wall frame per the instructions on Sheet 1 of this Installation Instruction sheet and Figure 2 below.



**Figure 1**



**Figure 2**



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## INSTRUCTIONS FOR CONVERTING

### B-3974, B-39747, B-3979, B-2974, B-29744 AND B-72974 FROM BATTERIES TO AC POWER

WITH 3974-57, AC ADAPTER KIT (DOES NOT INCLUDE INTERCHANGEABLE PLUGS FOR U.K., EUROPE, AND AUSTRALIA. IF NEEDED, ORDER AC ADAPTER KIT, PART. NO. 3974-55 TO FIT CORRESPONDING PLUG)

Bobrick Part Number 3974-57, AC Adapter Kit includes:

- 3974-18 AC to DC Switching Power Supply
- 3974-19 Expandable 1" Grommet
- 3974-20 U.S. AC Adapter Plug

**(Note: Other materials may be required for proper installations such as rubber hole grommets, cable ties, conduit, etc.)**

This kit is supplied with a cULus, CE, GS listed, double insulated AC to DC switching power supply. The power supply is equipped with a 117" (2971.8 mm) low voltage outlet cord terminated with a barrel connector for attachment with a mating jack located in the dispenser. The power supply is equipped with an interchangeable standard 2 pole NEMA plug intended for direct mounting into a standard 120V NEMA duplex outlet. For warranty purposes, it is required that the power converter must plug into an AC outlet that is not accessible to the dispenser user. If not available, consult a licensed electrical contractor. The power supply output is to be routed through the mounting wall as a low voltage, energy limited circuit, similar to a thermostat wire, with no requirement for electrical box or attachment strain relief. Use only the power supply supplied with this unit. Any substitution could damage the unit and will void any warranty.

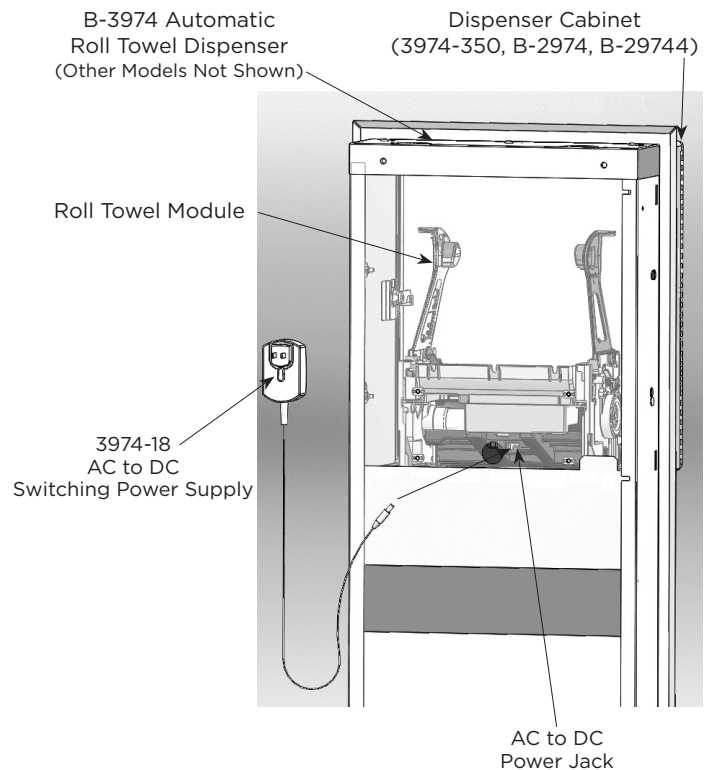
1. Unlock and open the door of the Dispenser Cabinet Assembly. Remove any batteries that are in the unit.
2. Locate the 1" access hole in the back of the cabinet and in the module mounting plate behind the AC to DC power jack on the underside of the roll towel module.
3. Locate or provide an AC outlet that is not accessible to the dispenser user.
4. See a qualified, licensed electrician for the proper installation of a standard 120V NEMA duplex outlet, if one is required, and for the proper routing of the 3974-18 AC to DC Switching Power Supply. The installation must comply with local building code.

**DO NOT BRING HIGH VOLTAGE POWER INTO THE CABINET FOR ANY REASON.**

5. Route the power converter cord through the hole in the back of the Roll Towel Module cabinet (3974-208, 2974 or 29744) and plug the barrel plug end of the 3974-18 AC to DC Switching Power Supply into the AC to DC power jack in the Roll Towel Module. If necessary, the cord can be brought into the dispenser from a hole in the top or side of the cabinet by drilling a 1/2" to 1" hole and running the AC adapter cord under the module toward the back of the module.

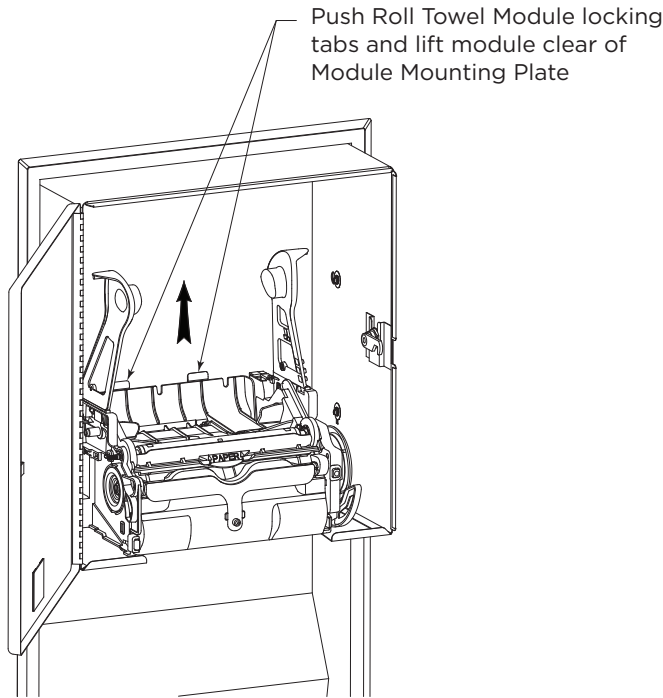
**Note:** Module must be removed to plug in AC Adapter. Follow detailed instructions for doing so later in this instruction sheet

6. Take care to protect the cord from any edges of the stainless steel cabinet.
7. No extra cord length should be accessible inside the cabinet. Extra cord should be stored in a location inaccessible to the dispenser user.
8. Mount or remount the unit onto or into the wall making sure the cord is not pinched or damaged.
9. Plug 3974-18 AC to DC Switching Power Supply into an outlet and allow 30 seconds for the unit to calibrate. The indicator light will flash to show that the unit is receiving the power.



## INSTRUCTIONS FOR REPLACING ROLL TOWEL MODULE 3974-359

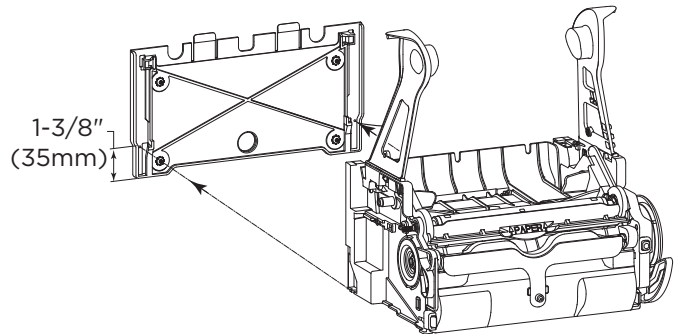
### 1. REMOVE ROLL TOWEL MODULE 3974-359



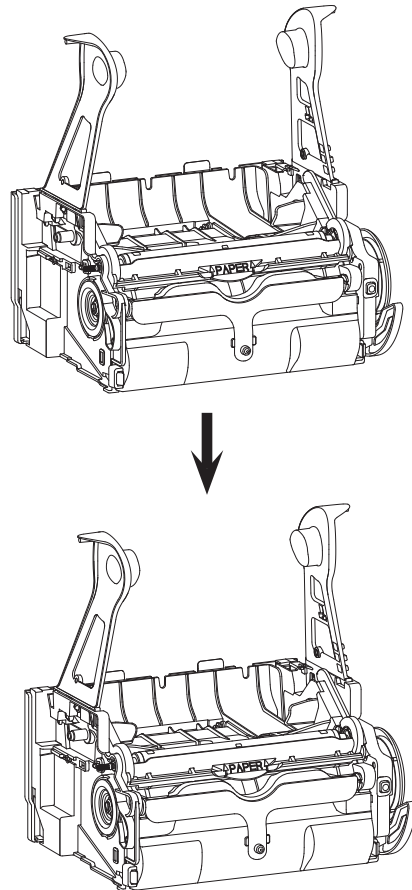
### 2. INSTALL NEW ROLL TOWEL MODULE 3974-359

(Cabinet not shown for clarify)

Locate two back corners of the module at 1-3/8" (35mm) from the bottom on the Module Mounting Plate. (Figure 1)



Place the 3974-359 module on that location, ensuring that both sides of the module are flat against the Module Mounting Plate and engages with the slots on both sides and push the module down until the tabs lock it into place.



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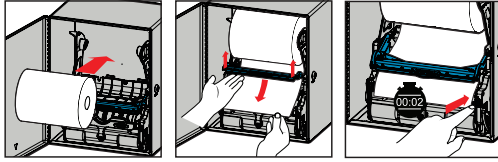
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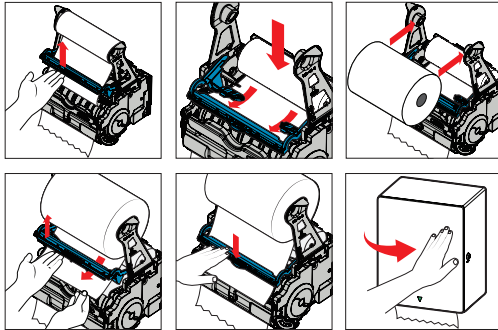
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# AUTOMATIC UNIVERSAL ROLL TOWEL DISPENSERS AND WASTE RECEPTACLES

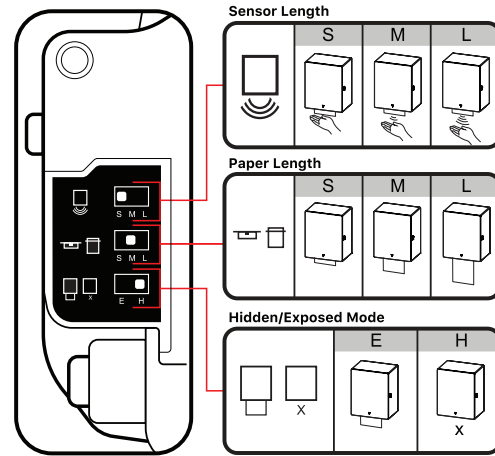
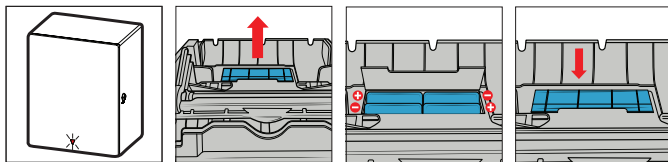
## New Roll Loading



## Stub Roll Loading



## Battery Loading



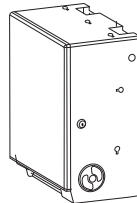
|  |   |                          |
|--|---|--------------------------|
|  | Ready to Dispense                                   | intervals of 4 seconds   |
|  | Dispensing Paper                                    | solid green              |
|  | Tear Bar Paper Jam                                  | intervals of 0.5 seconds |
|  | Out Of Paper  | intervals of 3 seconds   |
|  | Alternate Red/Green Flashing When Batteries Are Low | intervals of 3 seconds   |
|  | Batteries Are Dead                                  | solid red                |

## FULLY RECESSED COMBINATION TOWEL AND WASTE MODELS ARE CONVERTIBLE! \* To Convert From Automatic Roll Towels to Touch-Free Roll Towels or Folded Towels

Order Part No. 3961-50 (Touch-Free Universal Roll Towel Dispenser Module) or Order Part No. 3944-52 (Folded Towel Dispenser Module)

### Order and Install

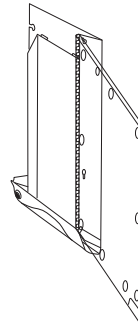
3961-50  
Mechanical  
Touch-Free  
Universal  
Roll Towel  
Dispenser  
Module



### Order and Install

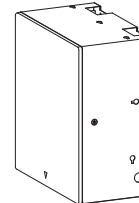
or

3944-52  
Folded Towel  
Dispenser  
Module



### Remove

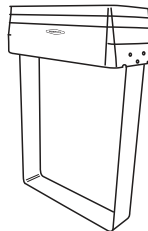
3974-250 or  
3974-350  
Automatic  
Universal  
Roll Towel  
Dispenser  
Module



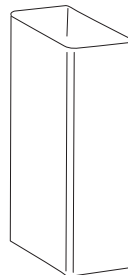
## Waste Receptacle Accessory Item:

### Order

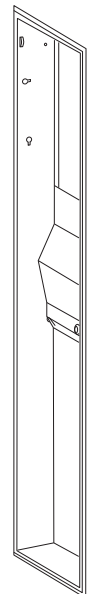
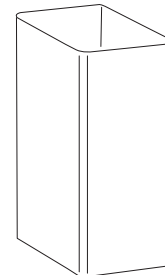
3944-134  
LinerMate  
(Available  
for 12-gal.  
waste only)



367-60  
12-Gallon  
Waste  
Receptacle  
Module



368-60  
18-Gallon  
Waste  
Receptacle  
Module



\* Does not apply to B-2974 Surface Mounted or B-29744 Semi-Recessed Automatic Universal Roll Towel Dispenser. The Waste capacity on this model can be changed. By ordering Part No. 367-60 (12-Gallon Waste Receptacle Module) or 368-60 (18-Gallon Waste Receptacle Module). LinerMate Part No. 3944-134, available for 12-gal. waste only is sold as optional accessory to accommodate disposal trash liners. LinerMate eliminates unsightly trash liner overhang and facilitates installation and removal of disposable trash liners.



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**REPLACEMENT PARTS  
FOR BOBRICK UNIVERSAL AUTOMATIC ROLL TOWEL DISPENSERS  
B-3974, B-3979, B-39747, B-2974 AND B-29744**

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| <b>Part No.</b> | <b>Description</b>  |
|-----------------|---|
| 3974-350        | Convertible Automatic, Universal Roll Paper Towel Dispenser Module Assembly with Carton |
| 3974-151        | Door Replacement Kit  |
| 3974-57         | AC Adapter Kit  |
| 3974-55         | AC Adapter Kit (International)  |
| 3974-163        | Arm Set (Left and Right)  |
| 2974-100        | Lock & Key (Door)   |
| 3944-41         | Lock & Key (Waste Receptacle)   |
| 3949-57         | 4" Skirt for Surface Mounting   |
| 3974-359        | Module replacement, with arms and backplate   |
| 3974-85         | Retrofit Kit  |
| 2974-151        | Door Replacement Kit  |
| 29744-135       | Adapter Flange Kit  |

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