



Assembly Instructions

4-FT STAND FOR HAND SANITIZER DISPENSERS

Model: **Chicago-2-18-S**

Contents

- (1) 16x16" base with rubber feet
- (1) Bottom pole
- (1) Upper pole with mounting plate & screw
- (1) 5/16" screw
- (1) 1/4" screw
- (1) 1/4" locking nut
- (2) 8-32 screws
- (2) 8-32 locking nuts
- Assembly instructions

Tools required: Phillips screwdriver



Fig. 1

1. Set base on its side in its box (with rubber feet facing out of box). Set cardboard insert in box to secure base upright without tipping (Fig. 1).



Fig. 2

2. Line up threaded end of bottom pole with center hole in base. Secure together with 5/16" screw (Fig. 2). Do not completely tighten.



Fig. 3

3. Line up hole in bottom pole bracket to smaller hole in base. Insert 1/4" screw from the bottom of the base. Secure 1/4" lock nut on the top of the base (Fig. 3). Completely tighten both screws.



Fig. 4

4. Unscrew the screw in the upper tube. Insert upper tube into open end of lower tube and secure together with screw (Fig. 4). If it does not easily screw, reposition the screw so it aligns straight into the hole.

Note: After assembly, if the mounting plate needs to be repositioned, loosen the screw securing upper and bottom poles together. Adjust mounting plate to desired position and retighten screw. If further adjustment is needed, loosen the smaller screw and lock nut on base, adjust accordingly, and retighten.



5. Two (2) locking screws and nuts are included for attaching a dispenser to the stand. Insert screws in slots on front of mounting plate and secure with locknuts on back of plate. Do not tighten all the way, allowing the screw heads to extend out. Insert into keyholes on the back of the dispenser to mount it to the mounting plate of the stand.