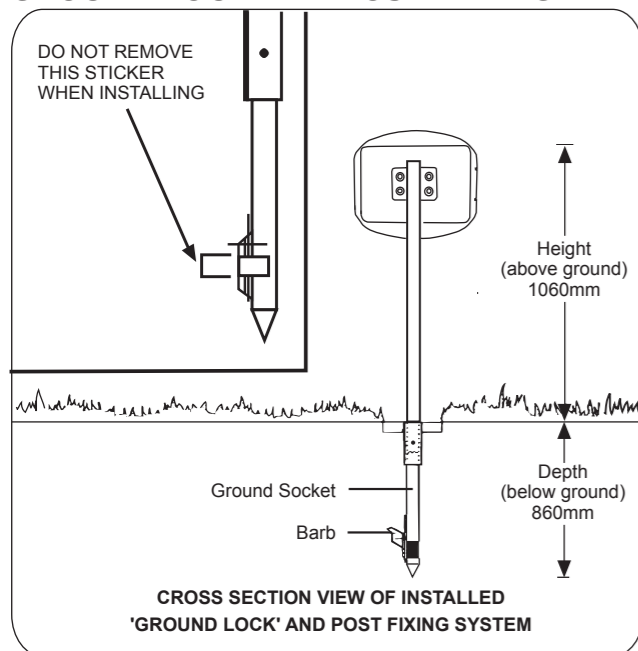


## GROUND LOCK AND POST FIXING:



1. Push socket spike into the ground in a vertical position and insert installation cap into the socket (Fig L).

NOTE: In hard ground conditions a two man operation may be required to achieve a satisfactory installation. Hammer the socket into the ground with even strokes until horizontal brackets affixed to the top of the socket are level with the ground. Remove and retain cap for future use.

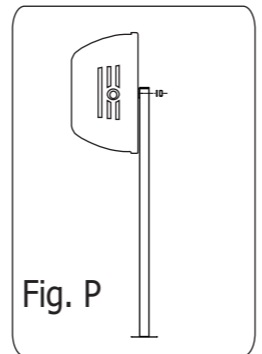
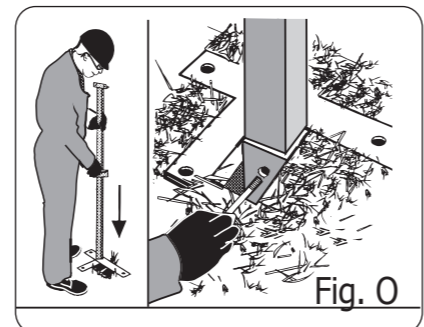
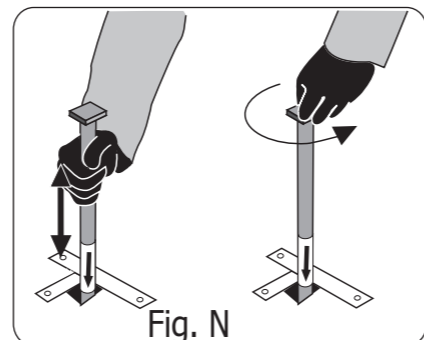
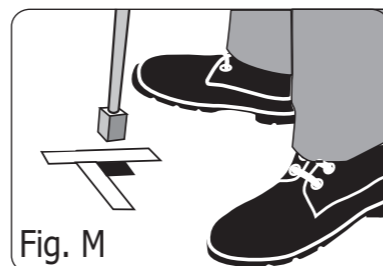
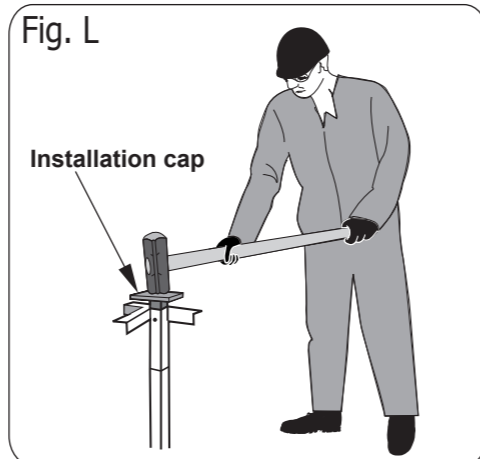
2. Take the socket block and screw clockwise on to the end of the special insertion tool provided (Fig M), ensure block is screwed hand tight to the end of the thread. Then using the tool insert the block into the socket(Fig N).

3. Ram the 'ground lock' into position, when the red arrow on the sticker on the tool is level with the top of the socket the 'ground lock' is fully engaged. Twist the socket tool anti clockwise to separate the tool from the block. Remove the tool from the socket and retain for future use(Fig O).

4. Compact or remove earth locally around the post to expose fixing bolt holes.

Line the fixing holes up on the post and socket, and then insert the post, onto which the bin is to be attached, into the socket to achieve the preferred bin orientation. Insert the bolt provided and hand tighten the bolt into a captivated nut. Tighten the bolt with a ratchet spanner until the post is firmly in the socket. Replace earth around the socket base to cover over the ground socket.

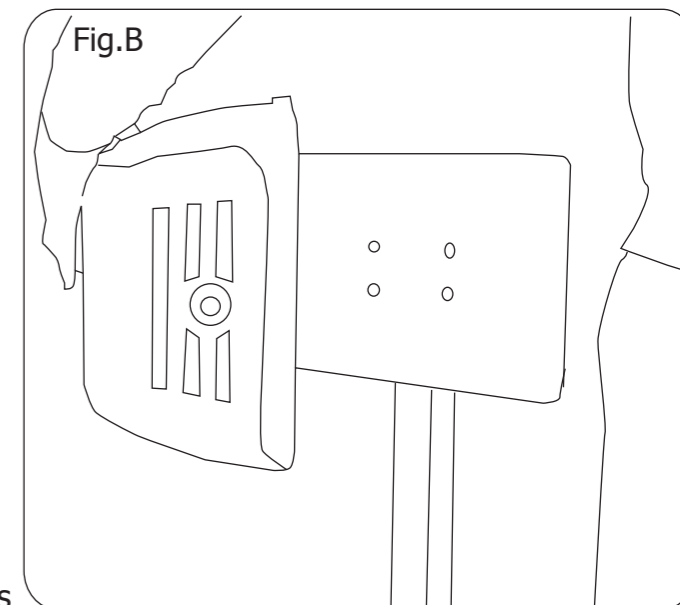
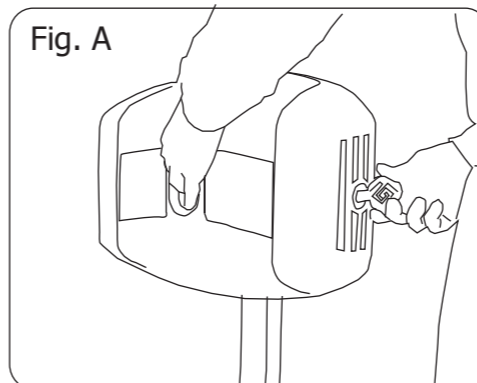
5. When the post and socket is installed the sack dispenser can be located onto post fixtures provided. See assembly of sack dispenser onto post, on page 3.



## RETRIEVER CITY™ SACK DISPENSER INSTRUCTION LEAFLET

**NOTE:** Ensure that all relevant personnel read the points listed below and that a copy is passed on to staff involved with the installation. Please also refer to the 'Manual Handling Operations Regulations 1992' during the handling of the product and materials used for installation.

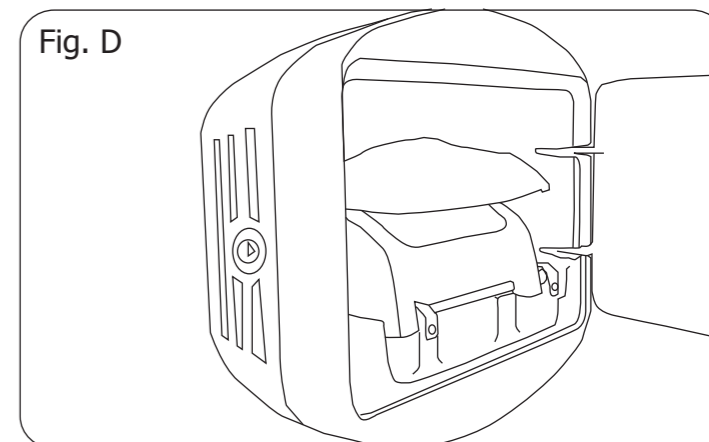
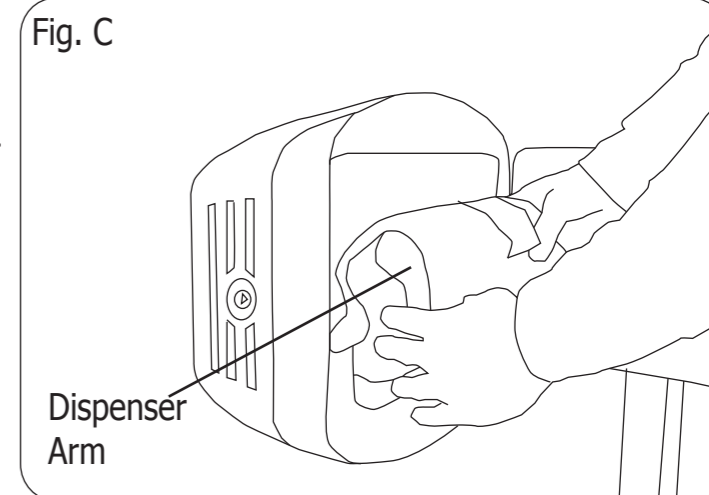
### OPERATION: OPENING AND CLOSING THE UNIT:



1. Insert key in to the key hole, on the right hand side of the unit (Fig. A). Turn the key anti-clockwise until it stops.
2. Using the key as a handle, pivot the door forward to open the unit (Fig B).
3. To close the unit simply pivot the door back into position ensuring the door fully engages with the backplate.
4. Turn the key fully clockwise to lock the unit.

### FILLING THE SACK DISPENSER:

1. To load the dispenser pull the dispenser arm back (Fig. C) and place sacks centrally over the rounded end.
2. Allow the dispenser arm to swing back into place, ensuring that the sacks stay looped over it (Fig. D).



NOTE: If using Glasdon sacks tear the central hole out of the pack and ensure that this side of the pack faces out to allow users access to the sacks.

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Replacement components are available direct from GLASDON. Glasdon U.K. Ltd reserves the right to alter specifications without prior notice. GLASDON cannot be held responsible for claims arising from incorrect installation, unauthorised modifications or misuse of the product.

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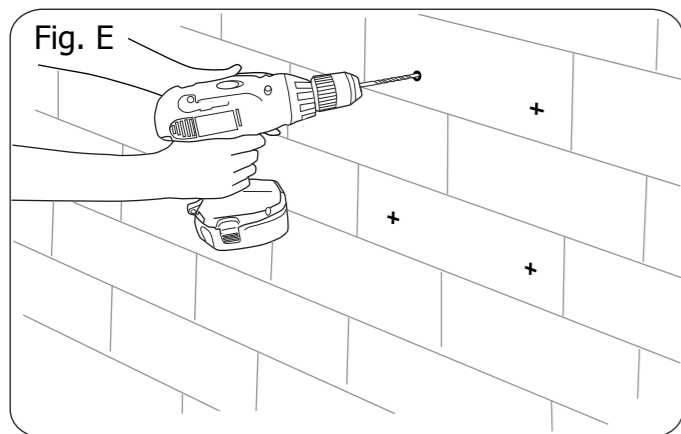


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## INSTALLATION:

### WALL FIXING:

1. Hold the dispenser against the wall at the desired height and (ensuring the unit is level) mark the 4 off hole positions.
3. Drill the 4 marked holes with the M6 Drill Bit (Fig. E) to a depth of 110mm.
4. Remove any dust or debris from the 4 holes.
5. Insert bolts (Item 1) and washers (Item 3) through the bin and into the wall (Fig. F). Apply pressure and screw into the wall with a 12mm wrench. Tighten to 25Nm.



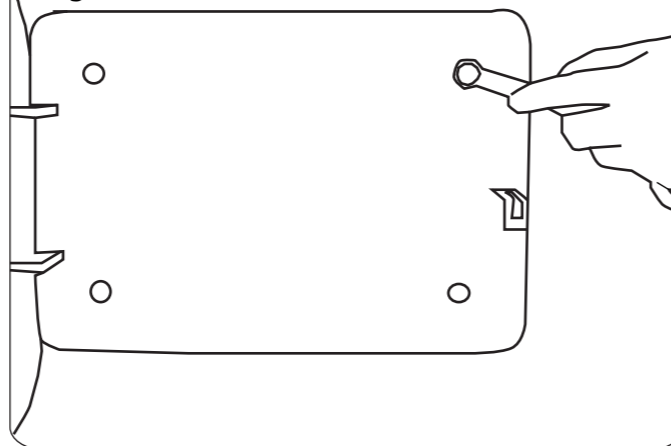
### KIT CONTENTS:

ITEM 1	M8 x 100mm Bolt	x 4
ITEM 3	M8 x 20mm Washer	x 4

### TOOLS REQUIRED:

M6 Masonry Drill Bit  
Hand Drill  
12mm Torque wrench  
Allen Key  
Spirit Level

Fig. F



NOTE: Suitable for use in concrete, brick, block and stone walls. Any other walls should be individually assessed and the appropriate fixings utilised with 20mm diameter washers.

### EXISTING POST FIXING:

1. Position the post mounting bracket (Item 1) on the rear of the sack dispenser and align holes (Fig G).
2. Insert screw (Item 2) through washer (Item 3), the post mounting, bracket and the sack dispenser back plate.
3. Secure the post mounting bracket in position by using the nyloc nut from the inside of the unit.

If using Tespa or Tamtorque banding from Glasdon please follow the Instructions supplied with the Kit. If non Glasdon Banding is used follow the manufacturer's instructions.

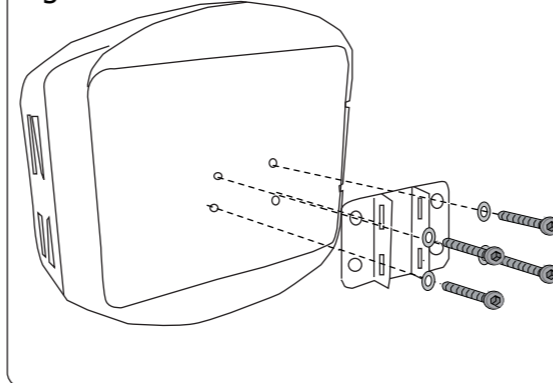
### KIT CONTENTS:

Item 1	Mounting Bracket	x1
Item 2	M8x25mm Socket button screw	x4
Item 3	M8 x 20mm Washer	x 4
Item 4	Nyloc Nut M8	x 8

### TOOLS REQUIRED:

13mm Spanner  
Allen Key

Fig. G



### SURFACE MOUNTING POST KIT:

#### KIT CONTENTS:

ITEM 1.	Bolt Down Post	x 1
ITEM 2.	M10 x 100mm Anchor Bolt	x 4
ITEM 3.	M10 Black Security Cap	x 4

#### TOOLS REQUIRED:

M12 Masonry Drill Bit  
Hand Drill  
17mm Socket Wrench  
Hammer

1. Hold the post in the desired position and mark 4 holes into the ground.
2. Drill the 4 holes to a depth of 110mm with the M12 Drill Bit.
3. Brush or blow dust out of the 4 holes.
4. Insert bolts through the post and into the ground and tighten with the 17mm socket wrench (Fig.H).
5. Finally push the 4 Black caps over the bolt heads and gently tap into place (Fig.I) to offer tamper resistance.

Please see below for assembly of sack dispenser onto post.

### ASSEMBLY OF SACK DISPENSER ONTO POST:

#### KIT CONTENTS:

ITEM 1.	M8 x 25mm Socket button Screw	x 4
ITEM 2.	M8 x 20mm Washer	x 4
ITEM 3.	M8 Nyloc Nut	x 8

#### TOOLS REQUIRED:

13mm Spanner  
6mm Allen Key (Supplied)

1. Position your Retriever City Sack Dispenser onto front of post and align holes.
2. Insert screw (Item 1) and washer (Item 2) through the rear of the post and into the Sack dispenser back plate (Fig.J).
3. Secure in position from inside the Unit with washer (Item 2) and nyloc nut (Item 3).

Fig. H

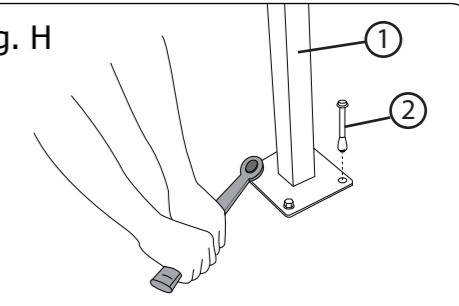
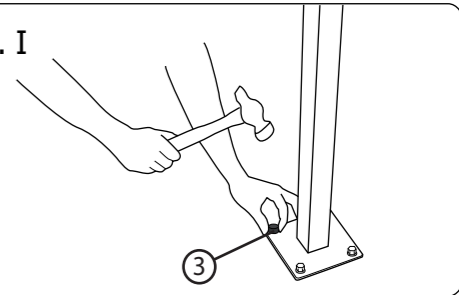
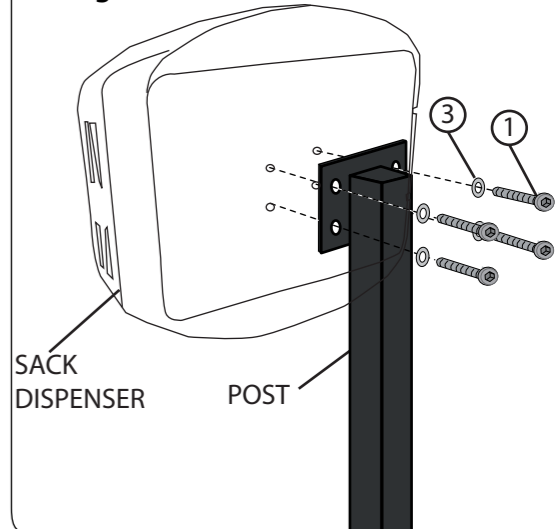


Fig. I



NOTE: We would recommend that the post be installed onto a concrete foundation. If preparing a new foundation we would recommend a size of 400 x 400 x 300mm deep.

Fig. J



4. Tighten using the 6mm Allen Key and 12mm spanner.

### EXTENDED POST FIXING:

#### KIT CONTENTS:

ITEM 1.	Extended Post	x1
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#### TOOLS REQUIRED:

Excavation Equipment (Spade, fork, pick axe etc.)  
Spirit Level

1. Excavate hole to a depth of approx 460mm x 300mm x 300mm.
2. Place post into the hole and fill to ground level with the appropriate, well compacted concrete mix. (Glasdon would recommend quick setting).
3. Using a spirit level ensure the post is vertically level and allow to set.

See above for assembly of sack dispenser onto post

Fig. K

