DISPENSE-RITE CUP DISPENSER ADJUSTMENT INSTRUCTIONS

(All counter mount dispenser, RITE-1, ADJ-2, etc. All CTC Cabinets, CTC-R, CTC-L, etc.)

WARNING: DO NOT BEND ADJUSTMENT CLIPS Adjustment is made by loosening adjustment screw, rotating ring bezel right & left, which moves three (3) adjustment clips in and out around rim of cup. Dispenser will provide years of trouble free operation! _

STEP BY STEP INSTRUCTIONS & ILLUSTRATIONS

- 1. **REMOVE DISPENSER FROM CABINET** (Twist and Pull) Rotate Dispenser Clockwise (Right), and pull straight out of cabinet while rotating, You are now ready to adjust dispenser.
- 2. LOOSEN ADJUSTMENT SCREW (All it Takes is a Dime) Loosen adjustment screw, found in dispenser opening, with flathead screwdriver or even a dime.
- 3. ROTATE RING BEZEL RIGHT& LEFT TO ADJUST

Insert a stack of 12 cups into dispenser, so top of cup is slightly below the 3 adjustment clips inside dispenser. Rotate ring bezel Clockwise (right) to tighten clips around cups & Counterclockwise (left) to loosen clips around cups. It's that simple! *ALWAYS ROTATE RING BEZEL TO ADJUST CLIPS*,

NEVER BEND CLIPS BY HAND

Pull a cup! If you get only one cup at a time, hold ring bezel in place and go to step 4. If you get more than one, slightly rotate ring bezel clockwise (right). If cups are hard to pull out or the cup rims are damaged, rotate ring bezel counterclockwise (left). Do this until you get one cup out at a time. Tighten screw and install in cabinet. WHILE ADJUSTING: Hold dispenser in the same position as it would be mounted in your cabinet; Horizontal, Vertical or Angled.

- 4. FINAL ADJUSTMENT (Tighten Adjustment Screw) While holding ring bezel in place, push cups back into dispenser and tighten adjustment screw. Load the dispenser with cups for a final test, if only one cup comes out reinstall dispenser
- 5. **RE-INSTALL DISPENSER IN CABINET** (Push & Twist) Insert dispenser with weld seam up into collar in cabinet. Slide dispenser in so the ring bezel is flush with face of cabinet. Rotate the dispenser Counterclockwise (left) until dispenser locks in cabinet.

TROUBLE SHOOTING CUP DISPENSER

A. Adjustment Clips: Coming out of dispenser or Clips not moving in or out while rotating bezel. Problem: Adjustment Clips have been bent. Solution: Pull clips out of dispenser and bend clip back straight. Re-install clip, make sure clip is flush with side of tube and tip of clip is inserted into ring bezel. Rotate ring bezel, clips move in and out for adjusting

- **B.** Cup Rims Damaged: See step 3 of Adjustment Instructions, clips are too tight.
- C. Dispenser Not Flush with Cabinet: Place hand in dispenser and lift slightly while rotating dispenser counterclockwise (left). Dispenser will lock into mounting collar.





1.





4.

Adjustment Screw





HELP: Please feel free to contact DISPENSE-RITE at 847-753-9595, ext. 25 or sales@dispense-rite.com