

Technical Bulletin

Bulletin Number: 361 Revision Number: R-02

Release Date: June 11, 1988 Revision Date: January 13, 1998

SUBJECT: Circular Sign Face Replacement

MODELS AFFECTED: All DNCB Venders With Circular Sign Face

REASON: To provide steps in removing and replacing a DNCB Circular Sign Face.

ORDER: New Sign Face Call Dixie-Narco Parts Order Entry w/ Vender Model & Serial #
Christmas Tree Clip 900,902,130.01 (order quantity needed)

Large Port Sign Removal:

1. Unplug the vender.
2. Remove the fluorescent bulbs.
3. Remove the Dex plug from the delivery port on SIID venders if present.
4. Remove the keps nuts on the right and left delivery port spacers. (See 1, figure 1 on page 3).
5. Remove the wire guard on the bottom hinge side of the main door on venders with the ballast mounted under the delivery port. (See 2, figure 1 on page 3).
6. Unplug the two-pin mate-n-lok plugs going from the ballast to lights on venders with the ballast mounted under the delivery port.
7. Remove the ballast plate assembly if mounted under the delivery port. (See 3, figure 1 on page 3).
8. Remove the metal tab lock or top support on the top of the trim spacer (port trim). (See 4, figure 1 on page 3).
9. Remove the delivery port assembly with the stiffener bar(s) attached.
10. Remove the trim spacer (port trim).
NOTE: The three tabs in the top of the trim spacer need to be depressed and the top will pull out and away from the sign. (See 5, figure 2 on page 4).
11. Locate the existing Christmas Tree Clips. Drill out with a ¼" bit or shear off the head and drive the remaining stud through the trim. (See 1, figure 2 on page 4).
12. On the left vertical trim, remove all keps nuts from the t-bolts. (See 2, figure 2 on page 4).
13. On the top and bottom trim, begin on the left side of the trim (hinge side) and loosen the keps nuts on the first four (4) t-bolts. (See 3 and 4, figure 2 on page 4).
14. Slide the sign to the left and remove the sign.

Small Port Sign Removal:

1. Unplug the vender.
2. Remove the Dex plug from the delivery port on electronic venders if present.
3. Remove the wire guard on the bottom hinge side of the main door on venders with the ballast mounted under the delivery port. (See 2, figure 1 on page 3).
4. Unplug the two-pin mate-n-lok plugs going from the ballast to the lights on venders with the ballast mounted under the delivery port.
5. Remove the ballast plate assembly if mounted under the delivery port. (See 3, figure 1 on page 3).
6. Remove all keps nuts from the t-bolts securing the port trim.
7. Remove the port trim and port spacer (if a port spacer is used).
8. Remove the delivery port assembly with stiffener bar(s) attached.
9. Locate the existing Christmas Tree Clips. Drill out with a ¼" bit or shear off the head and drive the remaining stud through the trim. (See 1, figure 2 on page 4).
10. On the left vertical trim, remove all the keps nuts from the t-bolts. (See 2, figure 2 on page 4).
11. On the top and bottom trim, begin on the left side of the trim (hinge side) and loosen the keps nuts on the first four (4) t-bolts. See 3 and 4, figure 2 on page 4).
12. Slide the sign to the left and remove the sign.

Sign Installation:

- 1) Slide the new sign in position, left to right. Make sure the sign is to the right as far as it will go.
CAUTION: BE CAREFUL NOT TO SCRATCH THE SIGN SURFACE FRONT OR BACK.
- 2) Replace all trim and start keps nuts. DO NOT tighten at this time.
- 3) Replace delivery port assembly, port spacer, port trim, etc.
- 4) Close door and tighten the t-handle.
- 5) Drill ¼" diameter holes for the Christmas Tree Clips, through the existing holes in the trim.
- 6) Use a steel hammer to drive new Christmas Tree Clips in place.
- 7) Tighten all keps nuts.
- 8) **IMPORTANT:** Reseal the top trim with black or clear sealant to prevent water leakage.
- 9)
 - A) **IMPORTANT:** On large ports seal edge where port trim/spacer and delivery port come together with black sealant.
 - B) **IMPORTANT:** On small ports seal the top and side edges of the metal port trim to the sign with clear sealant.

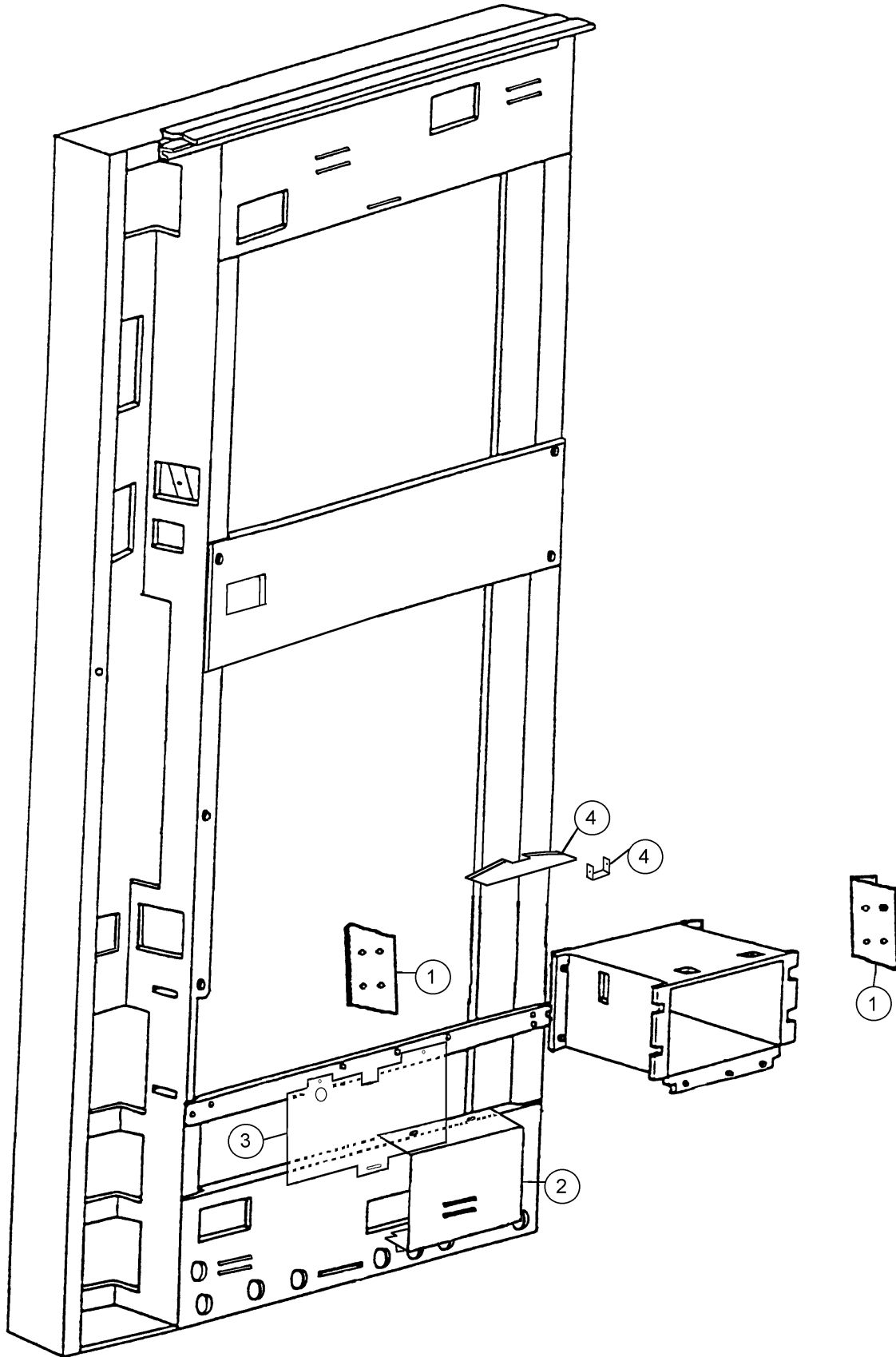
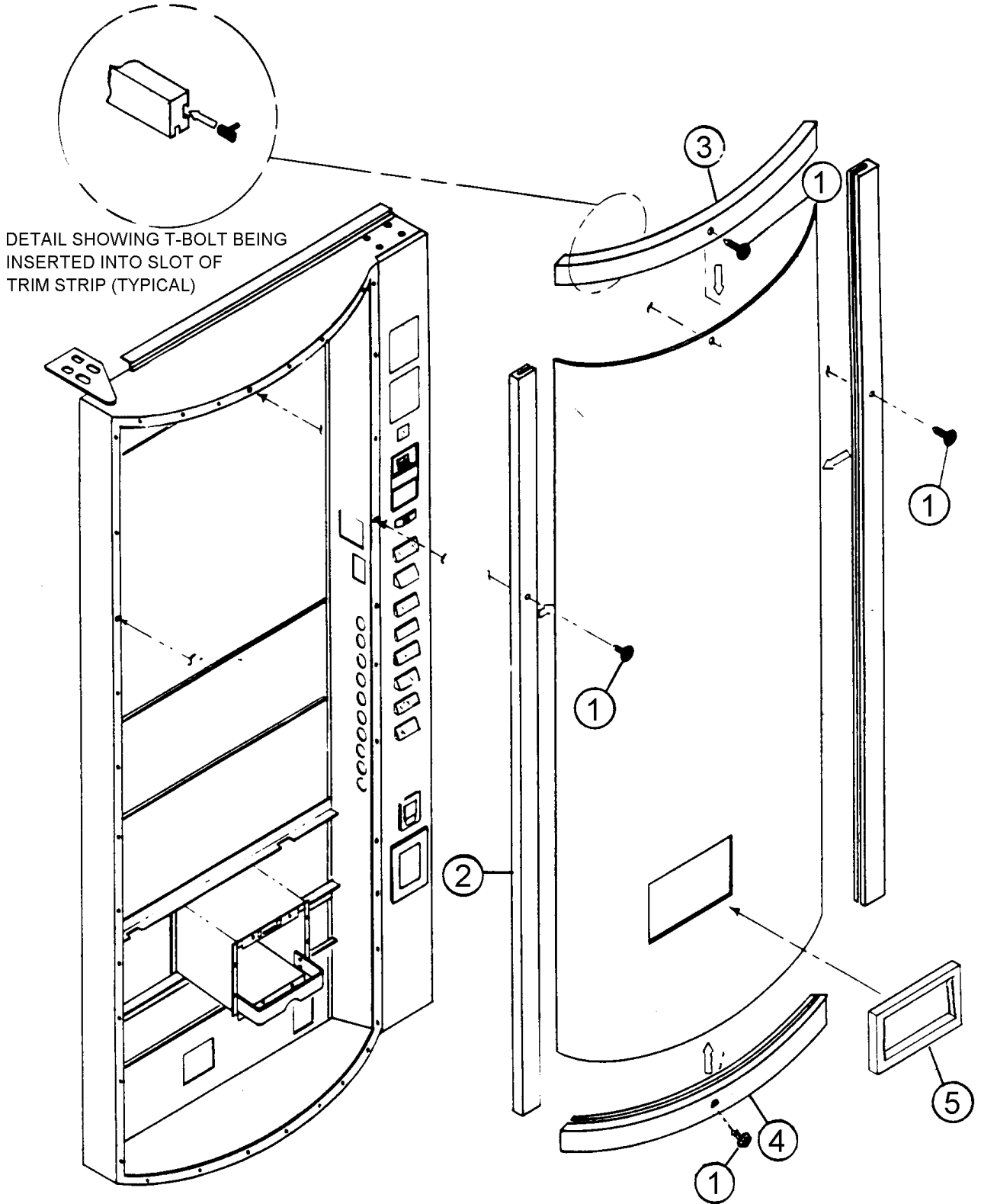


FIGURE 1
MAIN DOOR ASSEMBLY
BACK VIEW



**FIGURE 2
MAIN DOOR ASSEMBLY
FRONT VIEW**