

# External/Internal Ashtray Blanking Kit Instructions

**IMPORTANT NOTE: ENSURE THAT ALL RELEVANT PERSONNEL READ THE POINTS LISTED WITHIN THIS LEAFLET AND THAT A COPY IS GIVEN TO STAFF INVOLVED WITH THE INSTALLATION AND MAINTENANCE OF THIS PRODUCT.**

## BLANKING KIT FOR TWO AND THREE PIECE EXTERNAL BIN ASHTRAYS

### KIT CONTENTS:

ITEM 1: Blanking Plate	x1
ITEM 2: Spacer	x1
ITEM 3: Washer	x1
ITEM 4: M6 Nut	x1
ITEM 5: Adhesive Pads	x6

### TOOL REQUIRED:

10mm Spanner	x1
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**SAFETY NOTE: PLEASE REFER TO THE 'MANUAL HANDLING OPERATIONS REGULATIONS 1992' DURING HANDLING OF THE PRODUCT.**

1. Take your existing ashtray and remove the top (9 hole dimple plate).

2. Insert ITEM 1 (blanking plate) into the recess on the top face of the ashtray top ensuring the threaded stud on the base of ITEM 1 protrudes through the central hole of the ashtray top (see diagram A).

3. From the inside insert ITEM 2 (spacer) followed by ITEM 3 (washer) onto the stud of ITEM 1.

4. Secure the assembly in position with the use of ITEM 4 (M6 Nut) - a 10mm spanner is required for this.

**NOTE: CARE MUST BE TAKEN NOT TO OVERTIGHTEN AS THIS MAY PRODUCE AN INDENTATION ON THE SURFACE OF ITEM 1.**

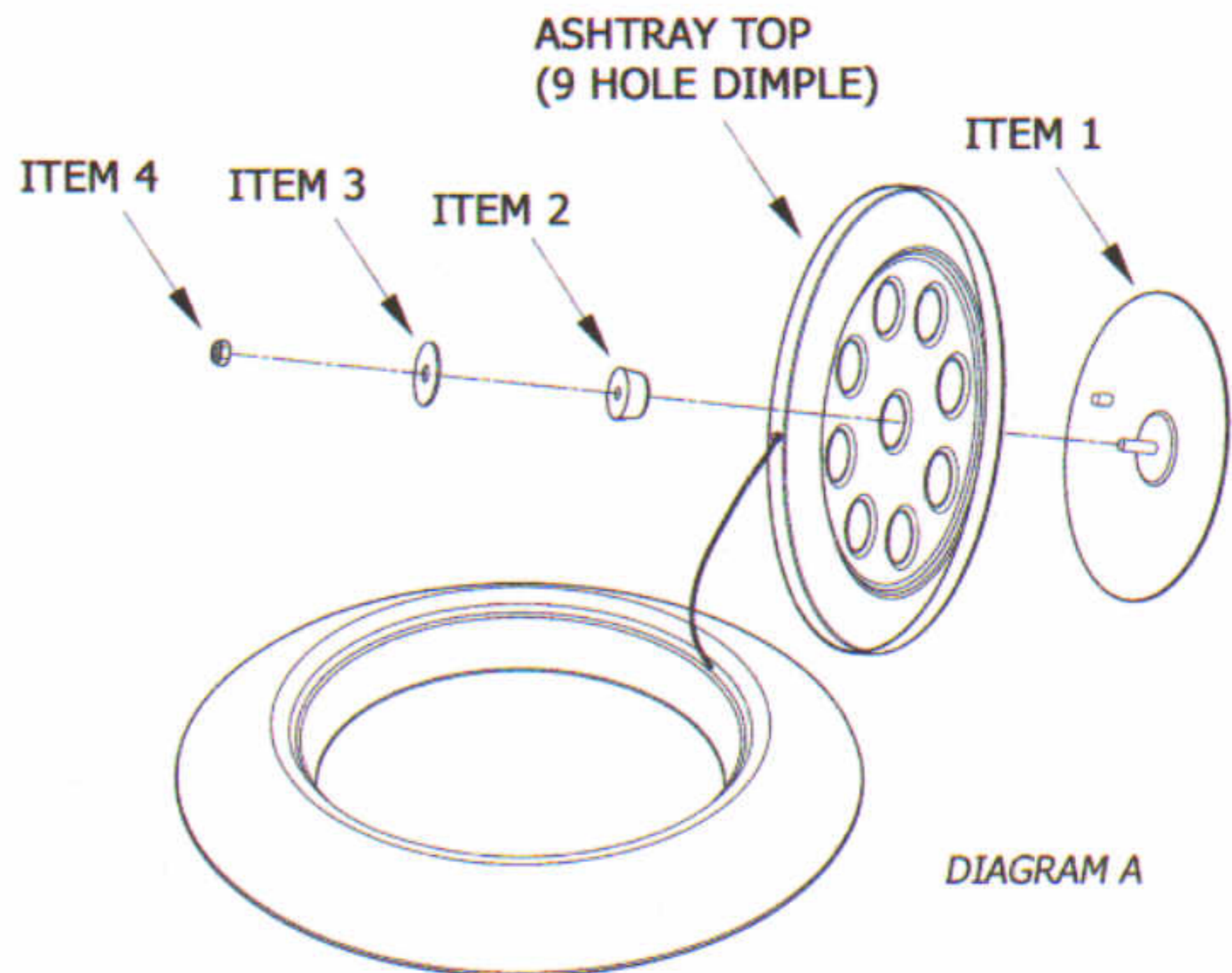


DIAGRAM A

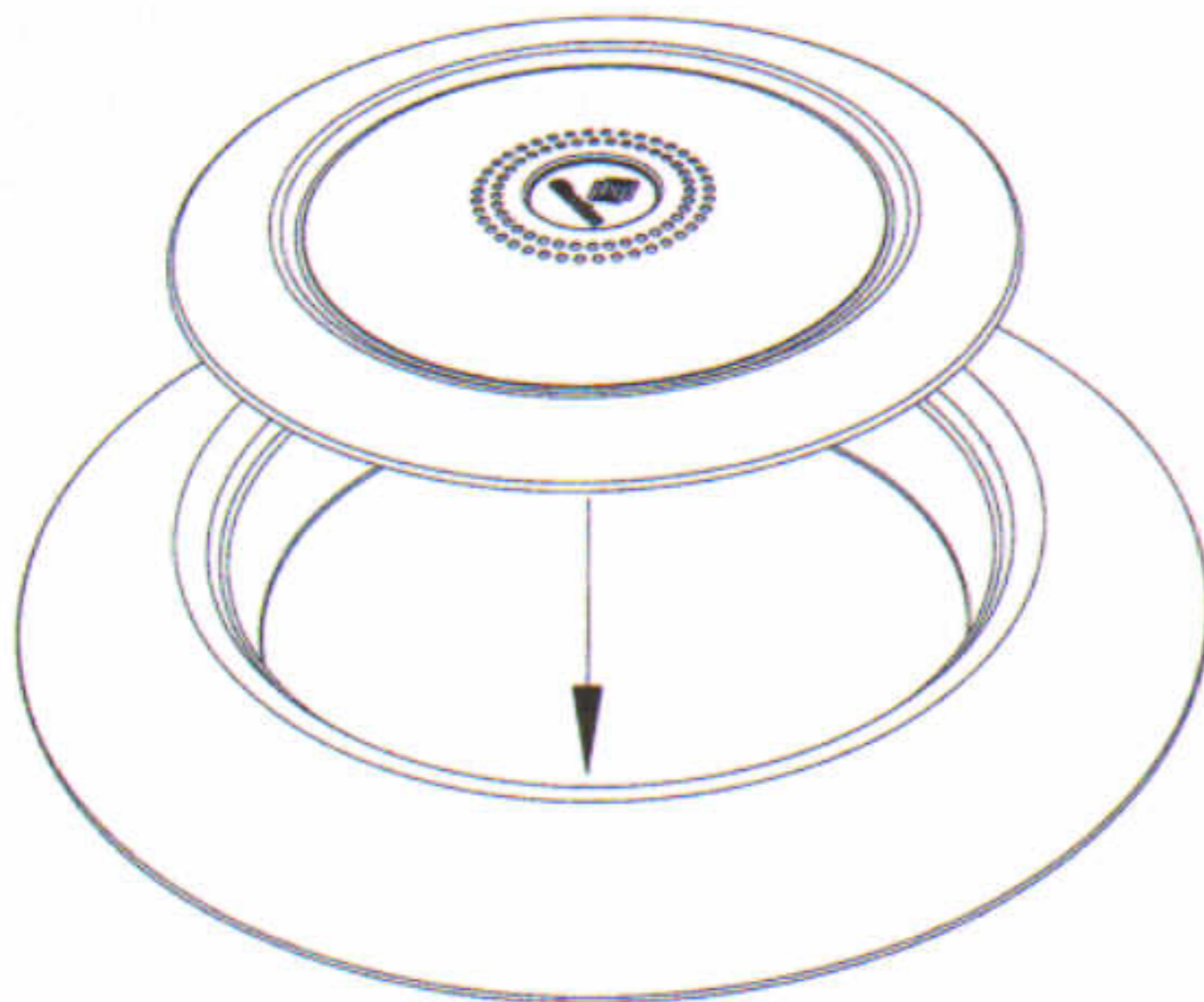


DIAGRAM B

5. Insert the fully assembled ashtray top into the ashtray body to blank off your ashtray (see diagram B).

6. For a more secure installation, fix the ashtray top to the ashtray body using ITEM 5 (adhesive pads). Position the pads around the rim, remove backing and press ashtray top in place firmly. For a neat finish ensure adhesive pads are not visible once the blanked off ash top is in position.

## BLANKING KIT FOR ONE PIECE EXTERNAL BIN ASHTRAYS

### KIT CONTENTS:

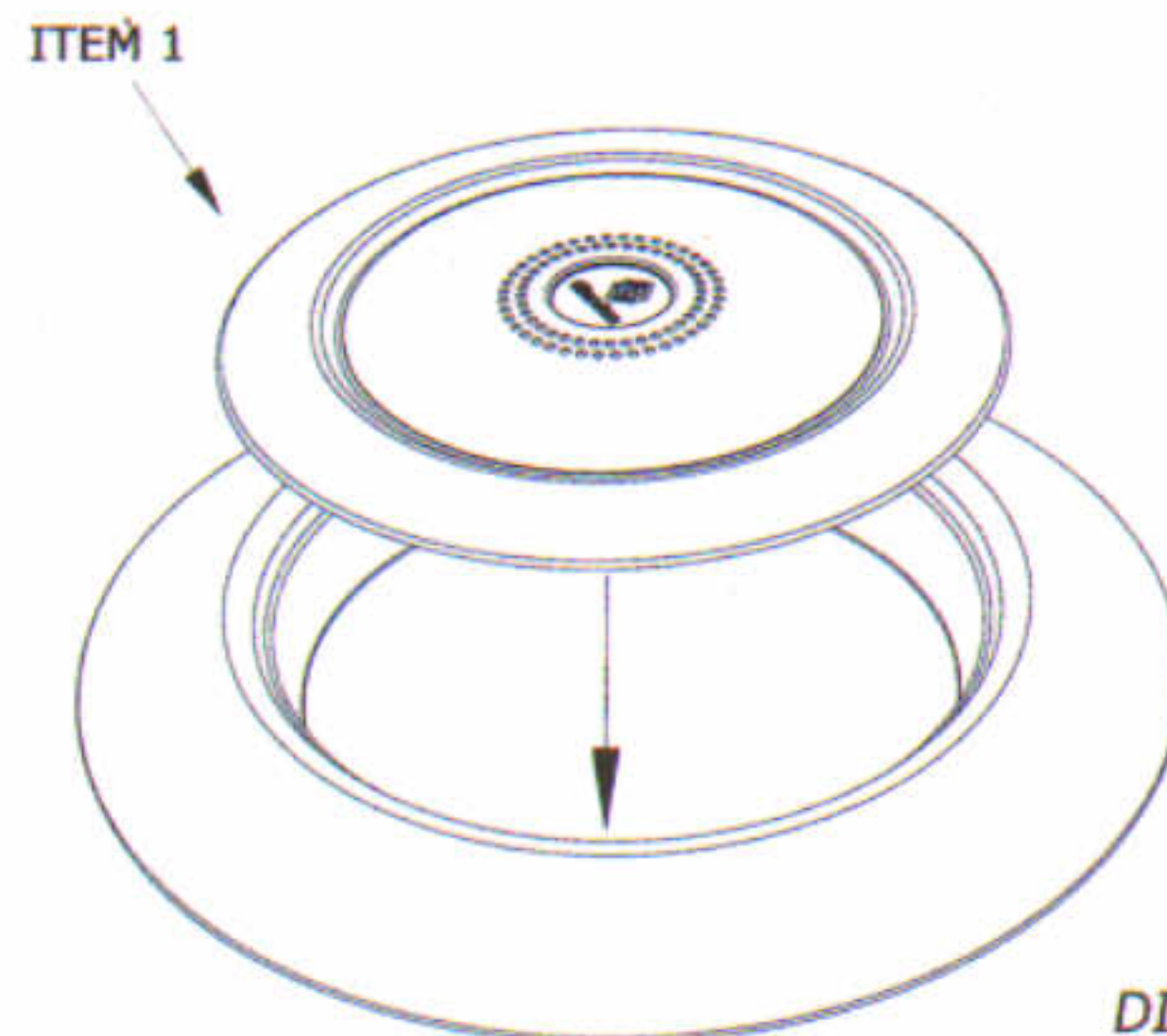
ITEM 1: Assembled Ashtray Top x1  
ITEM 2: Adhesive Pads x6

### TOOLS REQUIRED:

None

1. Take ITEM 1 (fully assembled ashtray top) and insert into the ashtray body to blank off your ashtray (see diagram A).

2. For a more secure installation, fix the ashtray top to the ashtray body using ITEM 2 (adhesive pads). Position the pads around the rim, remove backing and press ashtray top in place firmly. For a neat finish ensure adhesive pads are not visible once the ashtray top is in position.



## BLANKING KIT FOR INTERNAL BIN ASHTRAYS

### KIT CONTENTS:

ITEM 1: Chrome Dome Top x1  
ITEM 2: Adhesive Pads x6

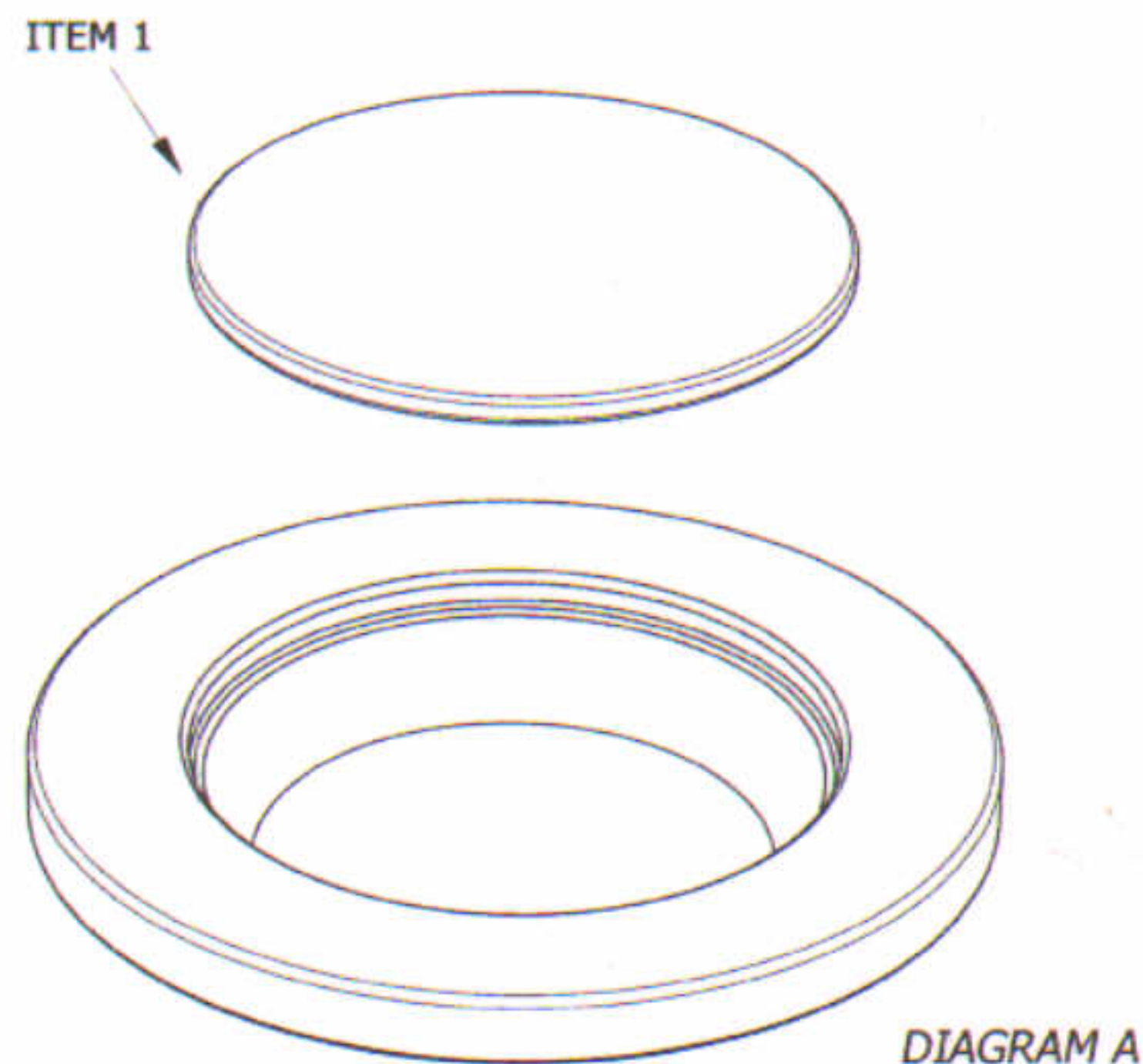
### TOOLS REQUIRED:


None

1. For one piece ashtrays take ITEM 1 (chrome dome top) and place directly into the ashtray (see diagram A).

For two and three piece ashtrays first remove the 9 hole dimple plate and then replace this with ITEM 1.

2. For a more secure installation, fix the ashtray top to the ashtray body using ITEM 2 (adhesive pads). Position the pads around the rim, remove backing and press ashtray top in place firmly. For a neat finish ensure adhesive pads are not visible once the ashtray top is in position.



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- A planned maintenance schedule of regular inspection is recommended, replacing components as necessary.
- Replacement components are available direct from GLASDON.
- GLASDON cannot be held responsible for claims arising from incorrect installation, unauthorised modifications or misuse of the product.



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