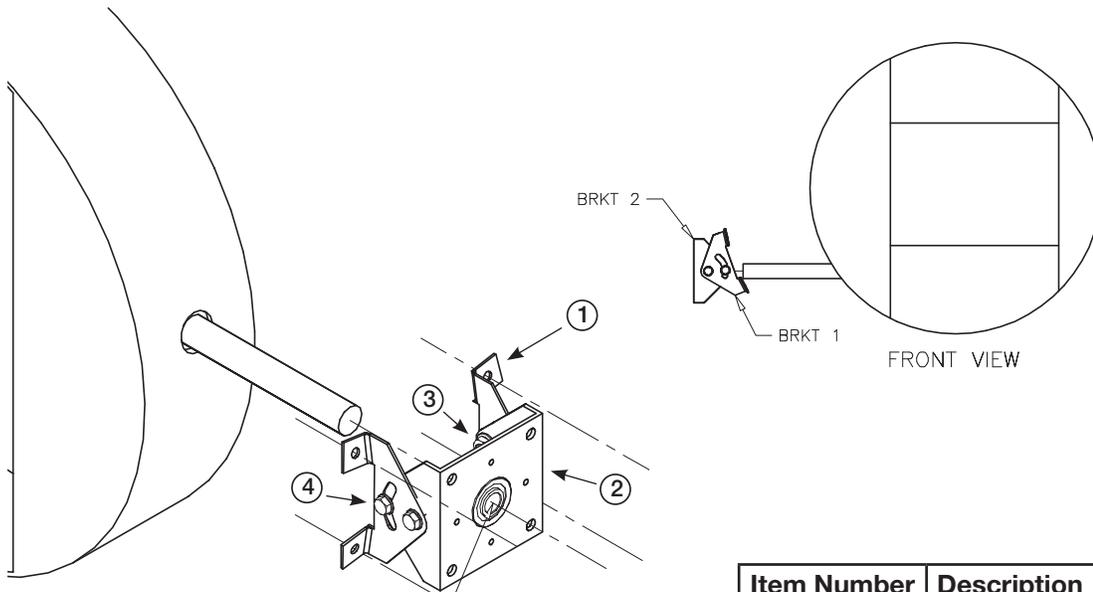
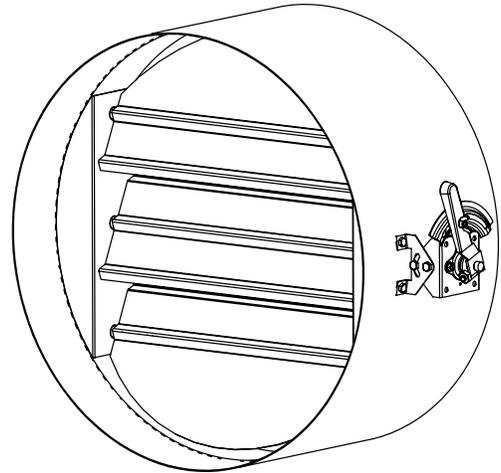




Part Number 470998
**Extension pin kit and
 Manual Quadrant Kit for
 VCDRM Series**
FIELD INSTALLATION INSTRUCTIONS

Installation Instructions of Extension Pin Kit:

- 1) Assemble loosely swivel brackets (item #1) onto the swivel plate (item #2) with nuts (item #3) and bolts (item #4) provided.
- 2) Line up centerline of hole in swivel plate (item #2) with the centerline of the damper shaft. Slide the assembly onto the damper shaft until the four mounting feet of swivel bracket (item #1) are in contact with the duct.
- 3) Attach swivel brackets (item #1) to duct using fasteners supplied by installer. Maintain center alignment and adjustment of swivel plate (item #2) so that the face of the bracket is perpendicular with the damper shaft.
- 4) Tighten nuts (item #3) and bolts (item # 4) to lock swivel bracket (item #1) to swivel plate (item #2).



NOTE: BEARING MAY NOT BE NEEDED FOR SOME APPLICATIONS.

Item Number	Description	Qty
1	Swivel Bracket	2
2	Swivel Plate	1
3	1/4-20 Spinlock Nut	4
4	1/4-20 Spinlock Bolt	4

Installation Instructions for Manual Quadrant Kit:

- 1) Place OPEN decal (item#7) over SHUT stamp and CLOSED decal (item #7) over OPEN stamp on the manual quadrant (item #5).
- 2) Attach manual quadrant (item #5) to swivel plate (item #2) using #10 x 1/2" HWH TEK screws (item #6).
- 3) Assemble loosely swivel brackets (item #1) onto the swivel plate (item #2) with nuts (item #3) and bolts (item #4) provided.
- 4) Line up centerline of hole in swivel plate (item #2) with the centerline of the damper shaft. Slide the assembly onto the damper shaft until the four mounting feet of swivel bracket (item #1) are in contact with the duct.
- 5) Attach swivel brackets (item #1) to duct using fasteners supplied by installer. Maintain center alignment and adjustment of swivel plate (item #2) so that the face of the bracket is perpendicular with the damper shaft.
- 6) Tighten nuts (item #3) and bolts (item # 4) to lock swivel bracket (item #1) to swivel plate (item #2).
- 7) Place quadrant lever in open position and damper blades in full open position.
- 8) Tighten bolt on manual quadrant (item #5) to secure it to the damper shaft.
- 9) Adjust damper open/closed position to desired setting.
- 10) Tighten manual quadrant with wing nut.

Item Number	Description	Qty
1	Swivel Bracket	2
2	Swivel Plate	1
3	1/4-20 Spinlock Nut	4
4	1/4-20 Spinlock Bolt	4
5	1/2 in. dia. Manual Quadrant	1
6	#10 x 1/2 in. HWH TEK ZP	2
7	OPEN and CLOSE Decals	1

