

## INSTRUCTIONS FOR MOUNTING IN USE SIGN

This in-use sign can be mounted to the ceiling or (by the side) to a wall and be seen from both sides. It can also be mounted by its back to a wall and be seen from one side only.

Decide how you want it mounted and follow the appropriate instructions.

### Back to wall Mounted (only one side seen)

#### Step #

- 1 Remove knockout on back wall plate (item #15).
- 2 Insert back wall plate into bezel (item# 10)(with tabs facing in) and attach bezel to back of in use sign(item# 14) using the 6-32 1/4" screws(item# 1) provided. Do not install top screw.
- 3 Attach mounting bracket (item# 13) to back plate using 2 1/4" screws(item# 1).
- 4 Using tabs provided, install socket holder(item# 9) with wires coming out center bottom of socket holder.
- 5 Insert black ring (item# 7) into hole in center of back wall plate.
- 6 Run wires through black ring.
- 7 Cover wires with wire cover(item#12) using tabs provided
- 8 Attach two 1.5" screws(item# 3) to electric box adapter (item# 11) with two 8-32 hex nuts(item# 2). See "Additional Instructions for electric box adapter" below.
- 9 Connect wires of in use sign to junction box wires as per local code.
- 10 Using 8-32 hex nuts, attach sign assembly to the 1.5" screws protruding from the electric box adapter on junction box (step 8).
- 11 Install bulbs(item# 6) into sockets(item# 5).
- 12 Install sign(item# 8) and red plastic(item# 4) into bezel(item# 10).
- 13 Attach bezel to sign using 6-32 1/4" screws(item# 1). Do not install top screw.  
Note: Only one red plastic and sign are used in this installation.

### Ceiling Mounted (both sides seen)

#### Step #

- 1 Remove knockout on top of in use box (item #14).
- 2 Insert black ring(item# 7) into knockout hole.
- 3 Using tabs provided, install socket holder(item# 9) with wires coming out knockout opening.
- 4 Install bulbs(item# 6) into bulb sockets(item# 5).
- 5 Install sign(item# 8) and red plastic(item# 4) into both bezels(item# 10) front and back.
- 6 Attach bezels to in use box(item#14) using 6-32 1/4" screws(item# 1). Use 3 screws only. Do not install a screw on top.
- 7 Attach two 1.5" screws(item# 3) to electric box adapter (item# 11) with two 8-32 hex nuts(item# 2). See "Additional Instructions for electric box adapter" below.
- 8 Run wires through mounting bracket(item# 13) and attach mounting bracket to top of in use box using two 6-32 1/4" screws.
- 9 Connect wires of in use box to junction box wires as per local code.
- 10 Using 8-32 nuts, attach sign assembly to the 1.5" screws protruding from the adapter on junction box (step 7)  
Note: wire cover(item# 12)and back wall plate(item# 15) are not used for this installation.

### Side Mounted (both sides seen)

#### Step #

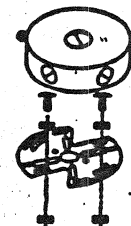
- 1 Remove knockout from side of in use sign box(item# 14).
- 2 Insert black ring(item# 7) into knockout hole.
- 3 Using tabs provided, install socket holder(item# 9) with wires coming out knockout opening.
- 4 Cover wires with wire cover(item# 12) using tabs provided.
- 5 Install bulbs(item# 6) into bulb sockets(item# 5).
- 6 Install sign(item# 8) and red plastic(item# 4) into both bezels.
- 7 Attach bezels to front and back in use box using 6-32 1/4" screws(item#1). Use 3 screws per bezel only. Do not install screws on mounting side.
- 8 Attach two 1.5" screws(item# 3) to electric box adapter (item# 11) with two 8-32 hex nuts(item# 2). See "Additional Instructions for electric box adapter" below.
- 9 Run wires through mounting bracket and attach mounting bracket to side of in use box using two 6-32 1/4" screws.
- 10 Connect wires of in use box to junction box wires as per local code.
- 11 Using 8-32 hex nuts, attach sign assembly to the 1.5" screws protruding from the adapter on junction box (step 8)  
Note: back wall plate(item# 15) is not used for this installation.

### Additional instructions for electric box adapter


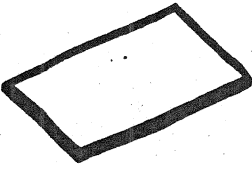

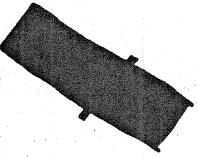
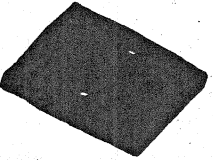
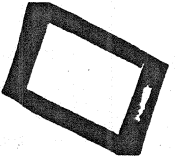
Attach two 1 1/4" screws to electric box adapter with hex nuts as shown in diagram.  
Adjust screw depth of screws so as to protrude 3/8" from finished surface of wall or ceiling.

Using slots best suited for type of junction box, fasten electric box adapter to junction box such that 1 1/4" screws protrude out from junction box.

If box with hickey and nipple is used, insert nipple through center hole in electric box adapter.



# Parts List

Item #	Description	Quantity	
1	1/4" 6-32 screw	8	
2	8-32 Hex Nut	6	
3	1 1/2 " 8-32 screws	2	
4	Red Plastic	2	
5	Bulb Sockets (installed in socket holder)	2	
6	Bulbs	2	
7	Black ring	1	
8	Sign	2	
9	Socket Holder	1	
10	Bezel	2	
11	Electric Box Adapter	1	
12	Wire Cover	1	
13	Mounting Bracket	1	
14	In Use Box	1	
15	Back Wall Plate	1	