

SHELVES — INDOOR

19 AND 20 TYPES

INSTALLATION AND MAINTENANCE

1.00 GENERAL

1.01 If the location specified on the service order (or its attachment) conflicts with the customer's wishes or with any of the general requirements listed below, consult your supervisor before starting the installation.

- Location should be easily accessible to the public.
- Approach to the shelf shall be free of hazards such as a nearby staircase leading down, a trap door, or a floor in poor condition.

- Shelf should be away from radiators, steam pipes, or registers to prevent damage to the shelf or apparatus from excessive heat or water.
- Mountings should not be exposed to the weather.

2.00 19-TYPE SHELF

2.01 The 19-type shelf may be located:

- Singly, as shown in Fig. 1.
- In a corner (narrow end should face the wall), as shown in Fig. 2.
- In groups (when installed in this manner, directory compartment serves as a partition affording some degree of privacy).



Fig. 1 — Singly Mounted 19-Type Shelf

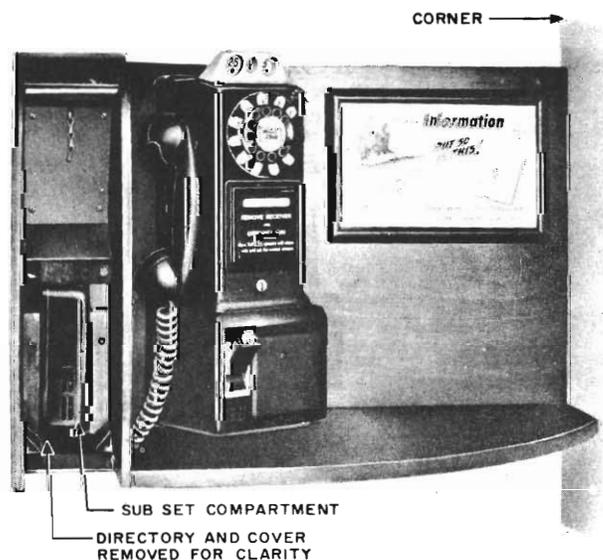


Fig. 2 — Corner Mounted 19-Type Shelf

2.02 Locate bottom of shelf 43 inches above floor level. When a lower mounting is necessary, such as in a veterans' hospital, the steel seat bracket (or a similar approved support) used in telephone booths should be placed under the shelf to guard against possible damage to the shelf should someone use it as a seat.

2.03 When it is necessary to run station wire across top of shelf, use slot provided in backboard to bring wire down to entrance hole.

2.04 A metal-covered or network-type subscriber set is mounted underneath the shelf toward the rear. Place 684- or 531-type subscriber set in compartment at the rear of the directory compartment as shown in Fig. 1 and 2.

2.05 The lower compartment has a lift-out cover with buttonhole slots for the mounting screws and a finger hole to permit ready removal.

2.06 When terminating wires at the subscriber set, leave at least 18 inches of slack to permit removing the set for maintenance.

Backboards

2.07 Use the backboard furnished with the shelf to mount the shelf on wall surfaces. Refer to the section on backboards for information on mounting.

- Attach shelf to backboard with seven 1/4-20 by 1-1/2 inch FH machine screws furnished with the shelf.
- Attach coin collector with eight P-49C296 FH machine screws.

2.08 Place directory in binder and suspend binder from short piece of chain attached to eyebolt in the directory binder.

3.00 20-TYPE SHELF

3.01 The 20-type shelf may be installed:

- Singly, Fig. 3.
- Side-to-side, Fig. 4.
- Three on an outside corner, Fig. 5.
- Four in a free-standing position, Fig. 6.
- In tandem, Fig. 7.

3.02 When installed in groups, the side partitions afford some degree of privacy.

3.03 The shelf is equipped with inside wire between the coin collector and subscriber set location. On the underside of the writing shelf is a hinged mounting plate to mount the subscriber set. When terminating wires at the subscriber set, leave sufficient slack in the wiring for maintenance.

Fastening Shelves

3.04 Each shelf is provided with:

- Three P-13C011 steel mounting brackets and screws for fastening to the wall.
- Three No. 125 cable nob staples for fastening shelves together when grouped.

Brackets are used on most installations; whereas staples must be used when shelves are grouped.

Note: Where appearance is a controlling factor, steel mounting brackets need *not* be used. Drill mounting holes below writing shelf and place fasteners of sufficient length at stud location or in solid wood backing.

3.05 When shelves are mounted:

- **In a corner** (Fig. 3), one bracket is used to fasten the top to the wall and two brackets for fastening the bottom.
- **Side-to-side, outside corner, or free-standing arrangement**, two staples are fastened at the top and one on the side; see Fig. 4.



It is recommended that lead hole be drilled in partition before securing staples. This will avoid chipping or splintering.

3.06 There may be locations where the shelf cannot be mounted flush to wall because of baseboard, etc. In these situations, a furring strip may be used to fill the gap between side partition and wall. (Strips are obtained locally and may be painted either the color of shelf or wall.) If filler strip is required, attach to shelf.

3.07 Attach coin collector to backboard with eight P-49C296 FH machine screws.

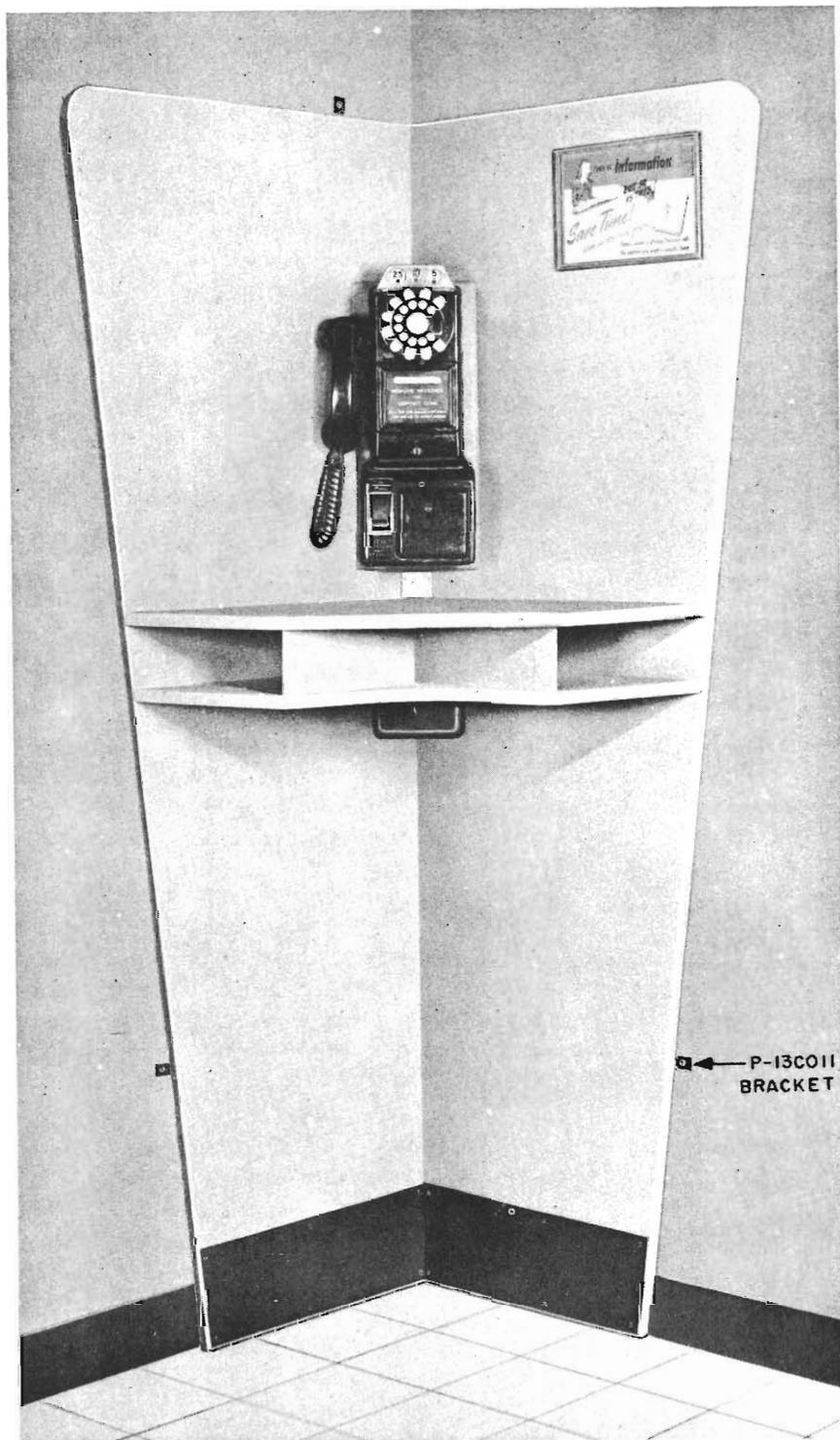


Fig. 3 — Corner Mounted, 20-Type Shelf

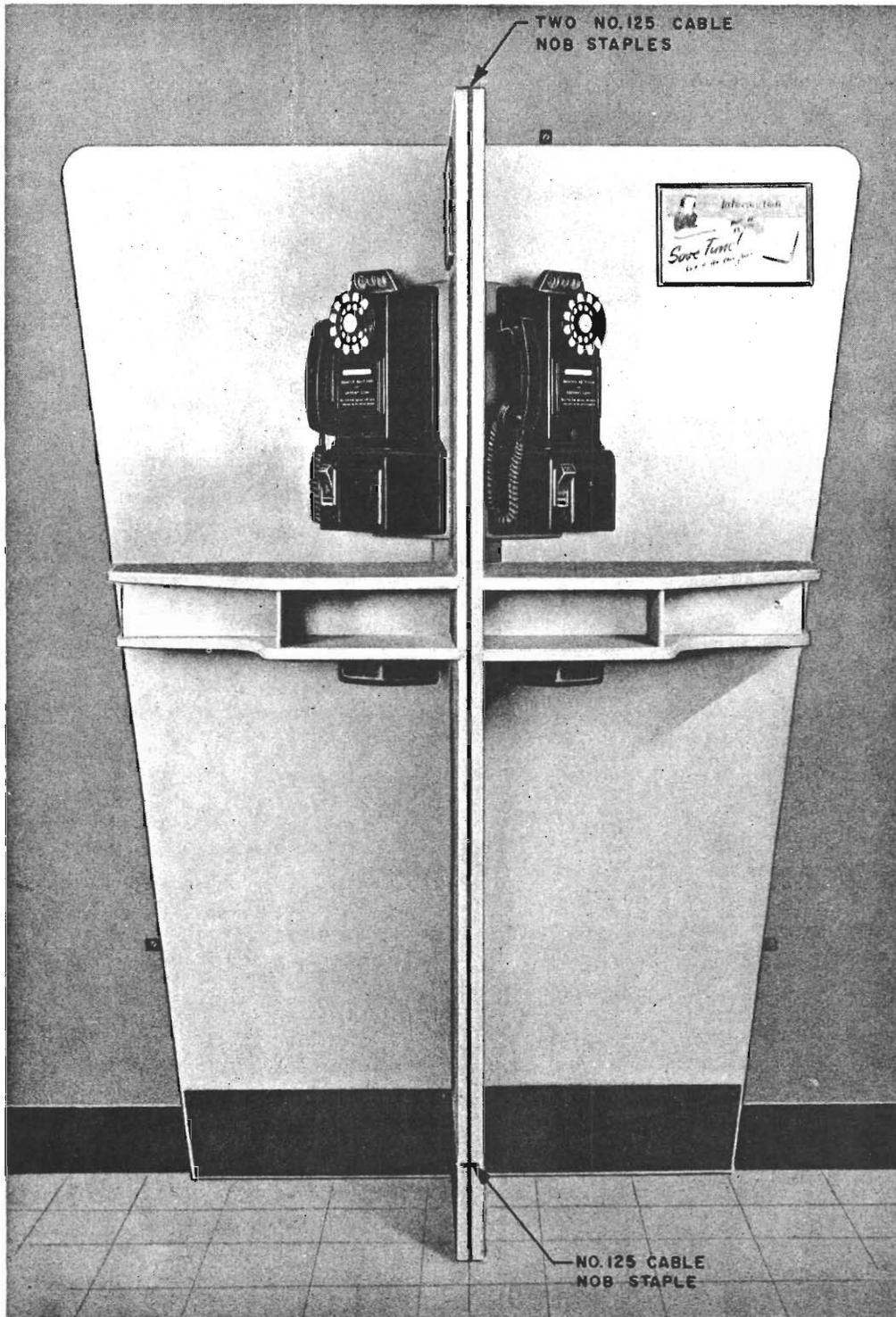


Fig. 4 — Side-to-side Mounted, 20-Type Shelves

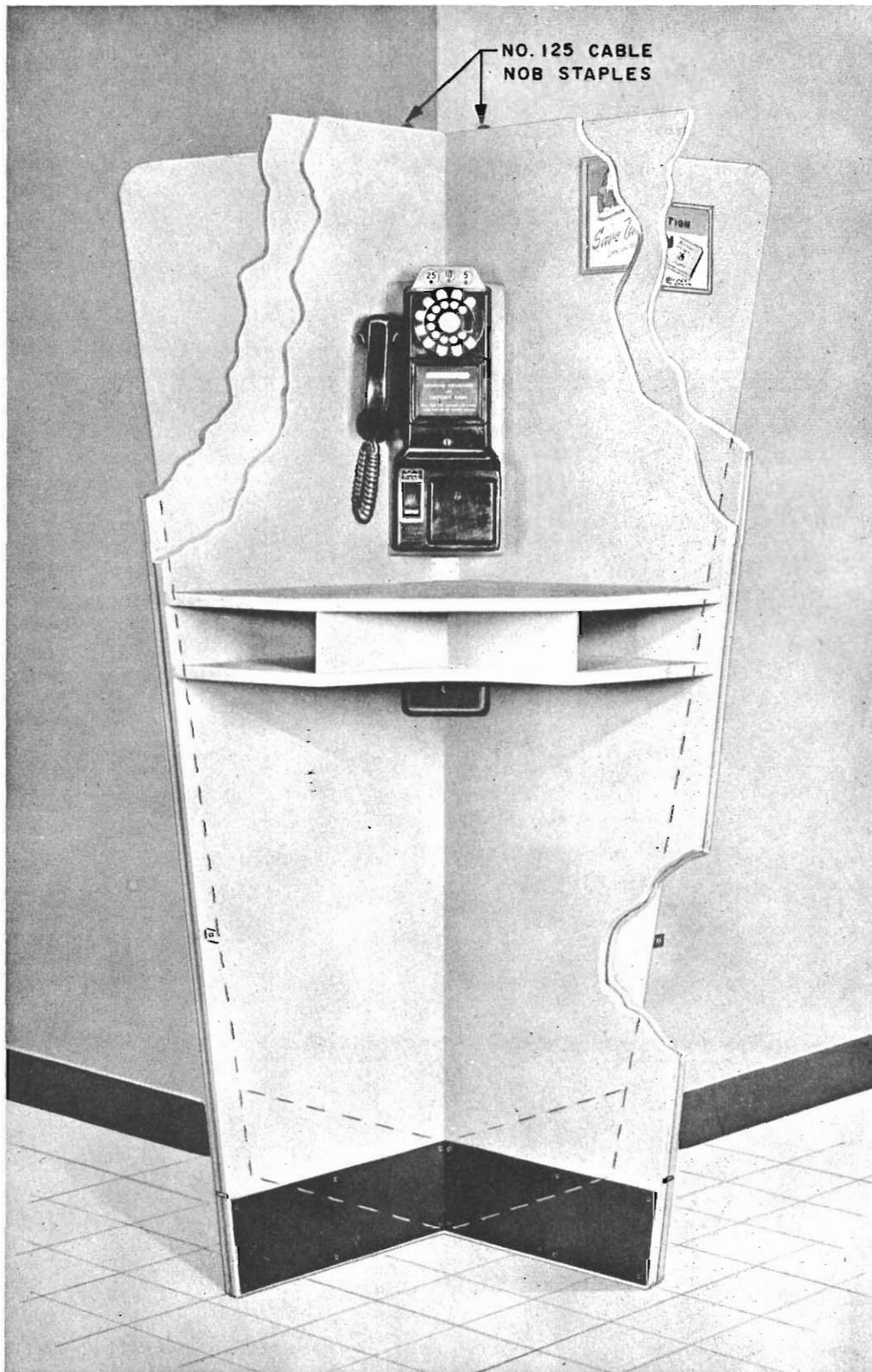


Fig. 5 — Three 20-Type Shelves on Outside Corner

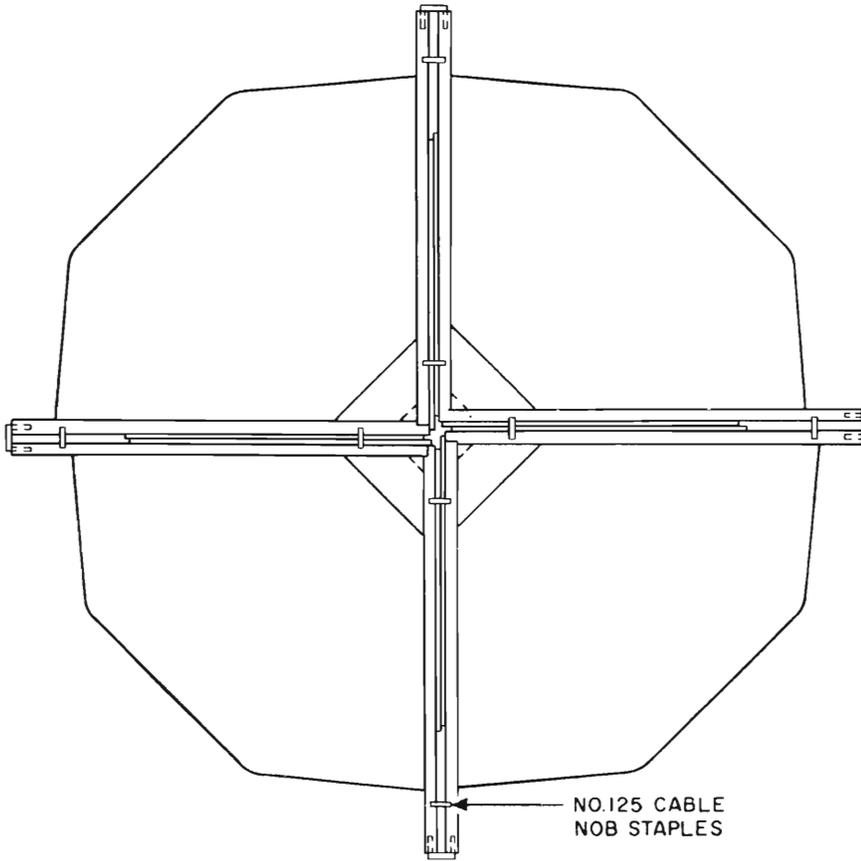


Fig. 6 — Four 20-Type Shelves in a Free-Standing Position

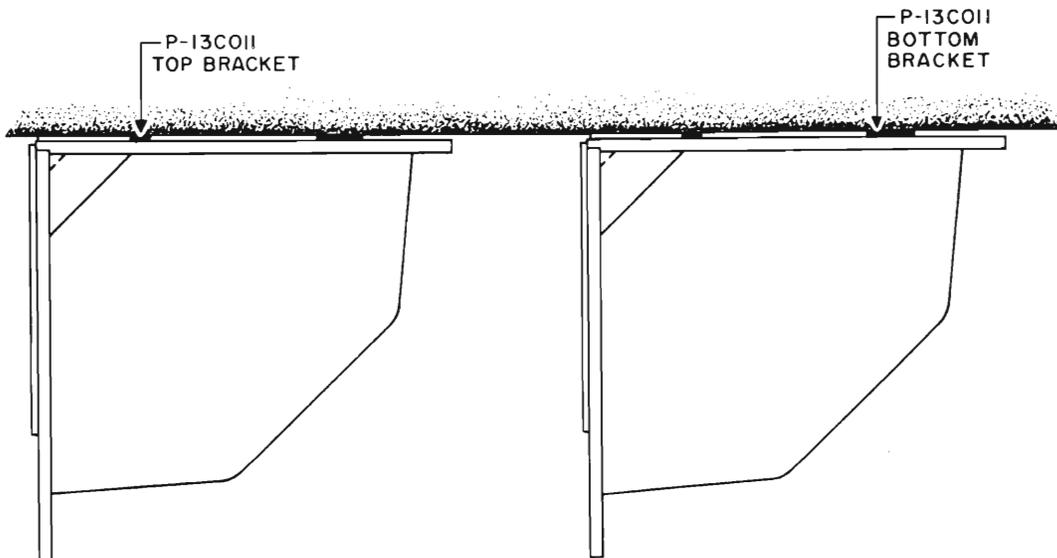


Fig. 7 — 20-Type Shelves in Tandem

4.00 MAINTENANCE

4.01 Clean the surfaces which are not badly scratched or marred with a mild detergent and warm water. After drying, the surface of the 19-type shelf shall be polished with furniture polish or an approved equivalent.

4.02 When the condition of the 19-type shelf is such that cleaning would not be sufficient, the surface should be sanded and finished.

4.03 Inspect security of mounting screws and brackets. Tighten loose screws; replace or relocate if tightening is not possible. Also inspect security of staples on the 20-type shelf and correct any defects.

4.04 The shelf should be free of loose dirt or other objectionable material.

4.05 Replace directories that show signs of excessive wear or damage.