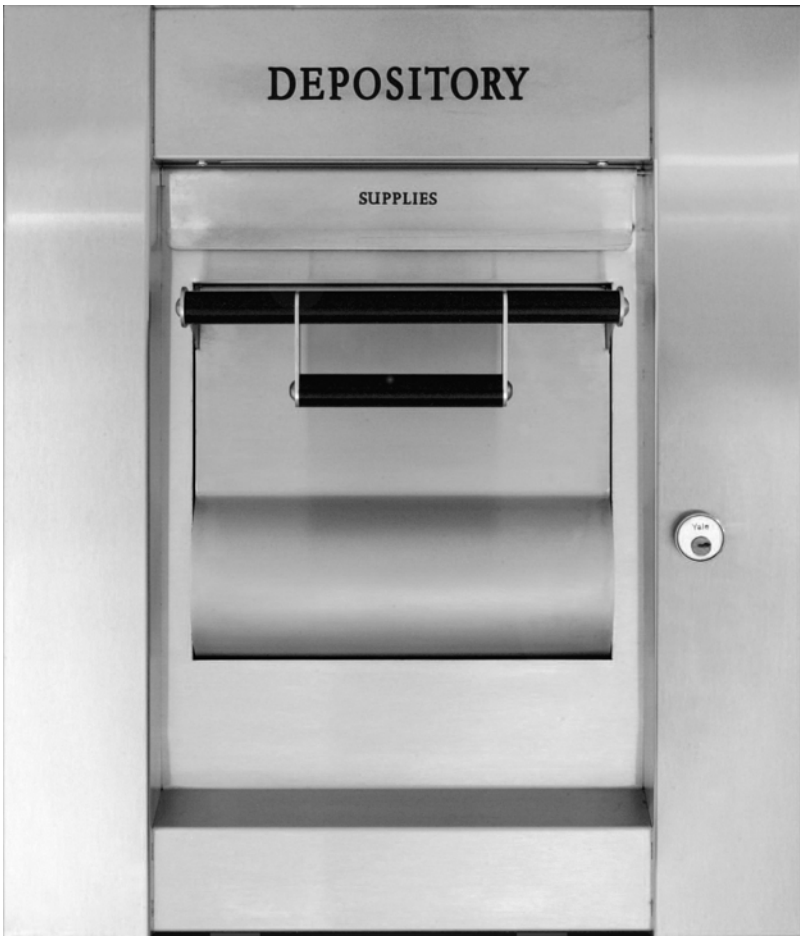
FORTIS
SECURITY PRODUCTS

UL Depository AHD-106



Fortis Security Products

UL Depository AHD-106

Installation and Service Manual

Table Of Contents

1. Installation Instructions 2
2. Removal Instructions 3
3. General Troubleshooting 3
4. Changing the Lock to Bag Only 4
5. Hopper Removal Instructions 5
6. Cycle Adjustment Procedures 6
7. Parts Listing 7

Installation:

It is recommended that two people be used when the deposit head is removed from, or installed to, the housing.

- Remove cardboard packing from around the deposit head.
- Remove the light fixture from the back of the depository head and any keys from the supplies storage.
- Remove the nut; lock washer, and flat washer from the back of the deposit head.
- Install light fixture and make necessary electrical connections
- Test the lock and the hopper for smooth movement.
- Lift the deposit head and slide it into the housing. When the head is slid in properly the securing bolt will slide through the mounting plate in the back of the housing.
- From inside the safe, take the flat washer, then the lock washer, then the nut, and tighten to secure the head to the housing.
- Caulk around the edge of the housing, and then clean up the stainless.

Service:

Removal of the deposit head for service

It is recommended that two people be used when the deposit head is removed from, or installed to, the housing.

- Have the customer deactivate the alarm covering the depository.
- From inside the safe remove the nut, lock washer, and the flat washer from the back of the deposit head.
- From the outside, use a razor and cut the caulking if used to seal the head against the exterior wall.
- Gently pull and slowly remove the depository, but stopping short of removing the depository completely. Use caution to avoid tipping.
- Check the function of the hopper and lock.
- If you are unable to troubleshoot or repair the deposit head in this position, remove the head from the housing.

General Troubleshooting

- Remove the deposit head according to removal instructions.
- Once the depository head is removed, remove the rear deflector. Operate the hopper to find out what is causing the problem in question.
- Check for worn, damaged, or defective parts.
- Repair or replace any damaged or defective parts.
- Reassemble the unit and make necessary adjustments.
- Test the operation of the deposit head to verify repairs.
- Reinstall the deposit head according to installation instructions
- Confirm the working condition of the deposit head with the customer.

Changing Lock Assembly to Bag Only Operation.

Factory setting is envelope/bag operation.

- Remove deposit head per the removal instructions.
- Remove shoulder bolt A from Lock Pin
  See Figure 1 (lock assembly in bag/envelope setting)
- Move shoulder bolt to Bag Position and tighten. Thread lock is recommended. *See Figure 1.1*
- Test
- If Lock Pin doesn't insert into casting, adjustment to the bucket rest maybe required. Refer to Figure 4.1, Item I. This will adjust the hopper position to line up with the lock pin.

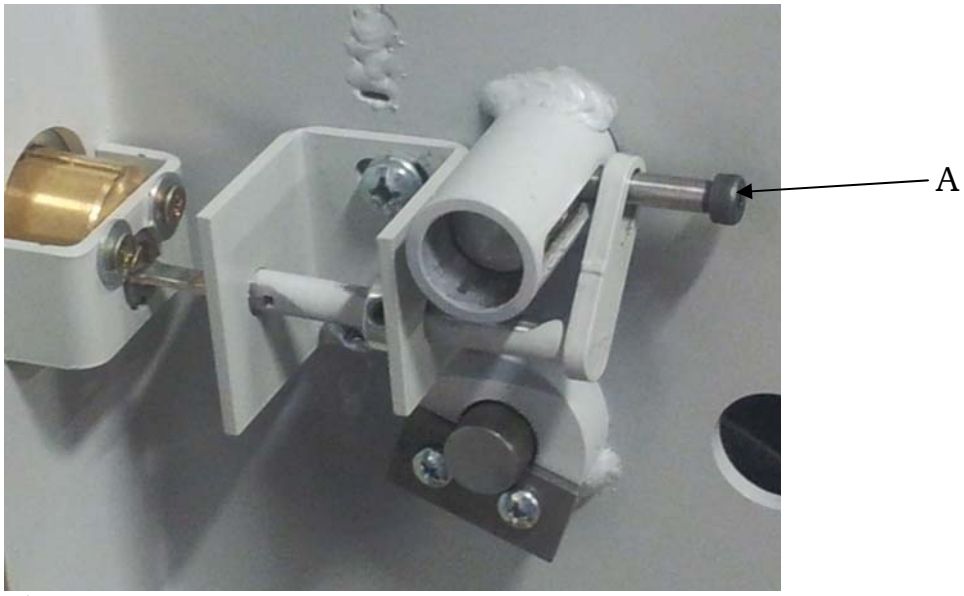


Figure 1

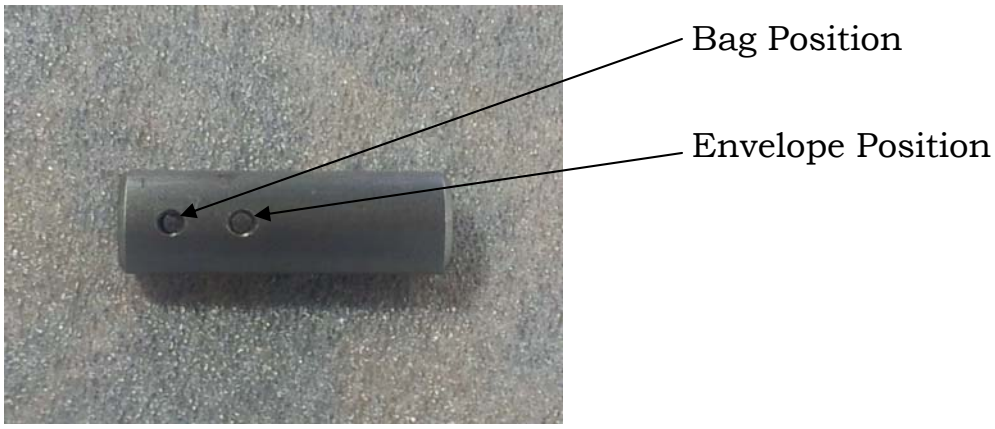


Figure 1.1

Removing the Hopper Assembly

Two persons are required to remove the hopper.

See figure 4.1 and 4.2

- Remove depository head per removal instructions.
- Remove deflector cover (not shown) from the back of the deposit head.
- Remove the baffle casting A.
- Open the hopper and detach the hopper diaper B by removing the retaining clips from the retaining rod on the hopper.
- Remove the ejector guide assembly C from both sides.
- Remove the bucket stop assembly E from both sides.
- Remove the ejector roller cam F from both sides.
- Remove the retaining clip G from both sides.
- Close hopper. Have one person hold the hopper while another removes the hopper pivot pin H from both sides.
- Have one person hold the hopper while the other removes the handle assembly (not shown) from the front of the hopper.
- Once the handle is removed the hopper assembly can be carefully lifted out the back of the deposit head.
- Hopper re-installation is accomplished by performing these steps in reverse order. Secure all bolts with removable thread locker. Do not over tighten bolts.

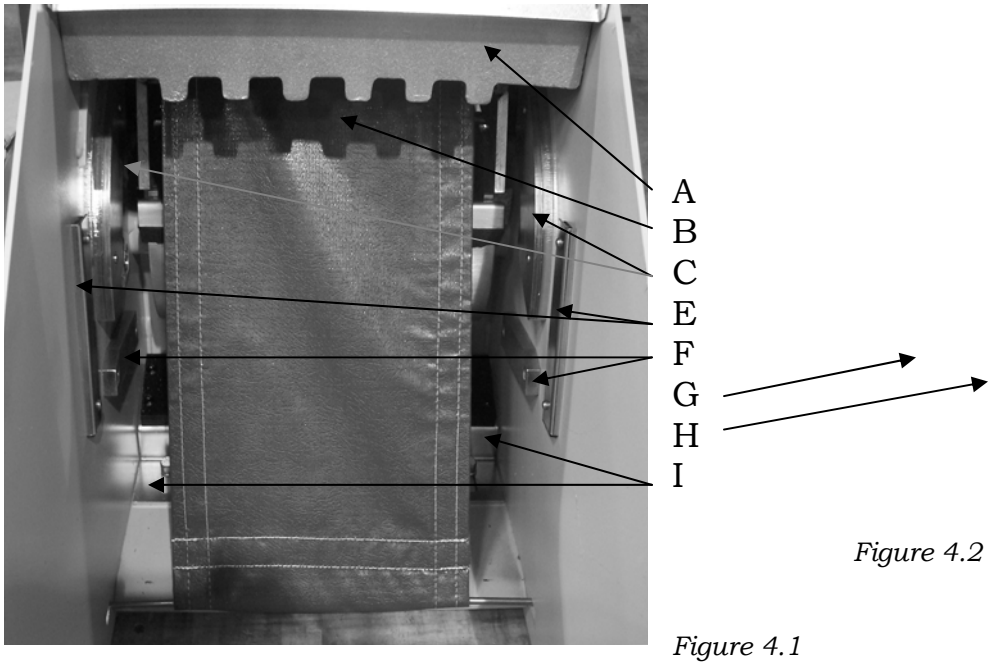


Figure 4.2

Figure 4.1

Adjusting the Opening and Closing Cycles

Open Cycle Adjustment

See figure 4.1

- The bucket stop E and the ejector guide C are used to guide the ejector arm in the open cycle.
- The bucket stop E is part of both the open and close cycles. Improper adjustments result in the hopper ejector hanging on the open cycle or not closing all of the way when the closing cycle completes.
- The ejector guide C holds the ejector closed against the baffle and releases it. Improper adjustments result in the ejector hanging against the baffle, releasing too soon in bag only operation, or not releasing in envelope operation.
- Both can be adjusted forward, backward and at an angle. Adjustments must be even on both sides to ensure smooth operation.
- Secure all bolts with removable thread locker. Do not over tighten bolts.

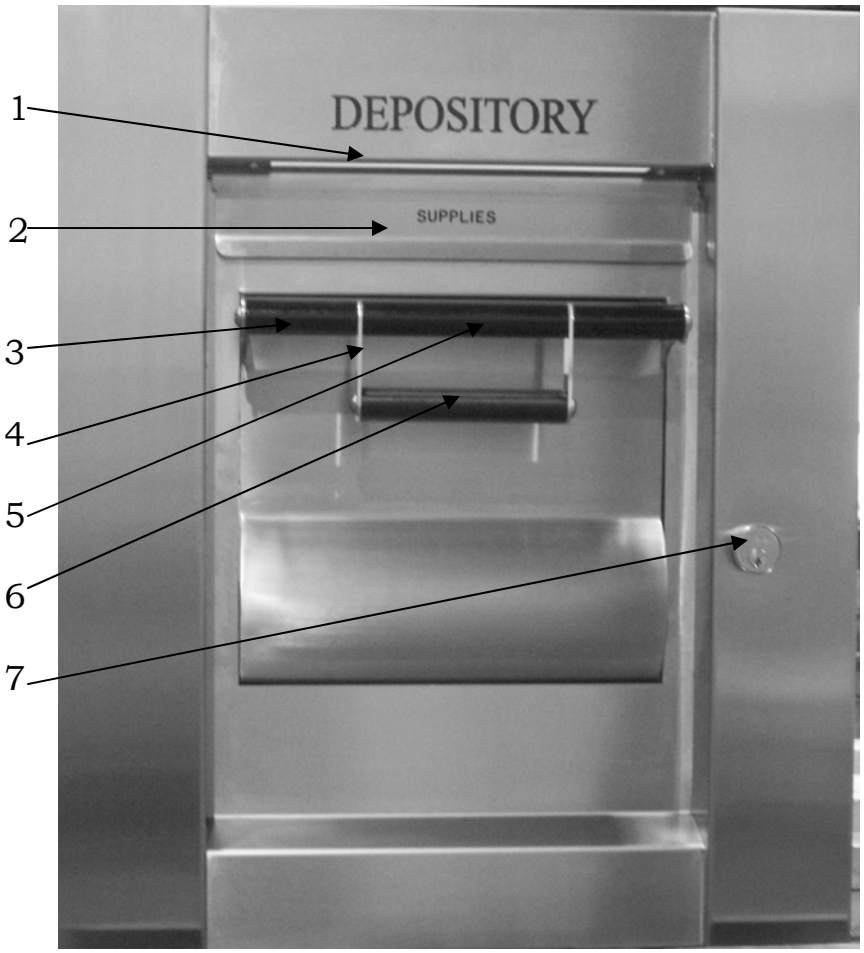
Close Cycle Adjustment

See figure 4.1

- The ejector roller cam F, the bucket rest I, and the bucket stop E are used to guide the ejector arm and bucket in the close cycle.
- The ejector roller cam F smoothly transitions the ejector from open to closed allowing the deposit to drop into the safe. Improper adjustments result in a hopper that is hard to cycle closed completely or hangs upon opening.
- The roller cam F can be adjusted forward, backward and at an angle. Adjustments must be even on both sides to ensure smooth operation.
- The bucket stop E is part of both opening and closing cycles and is discussed in the above section.
- The bucket rest I holds the hopper in a proper closed position. Improper adjustments result in the hopper to not cycle closed completely or the hopper to appear “sunk in” when in the closed position.
- Bucket rest I can be adjusted forwards and backwards.
- Secure all bolts with removable thread locker. Do not over tighten bolts.

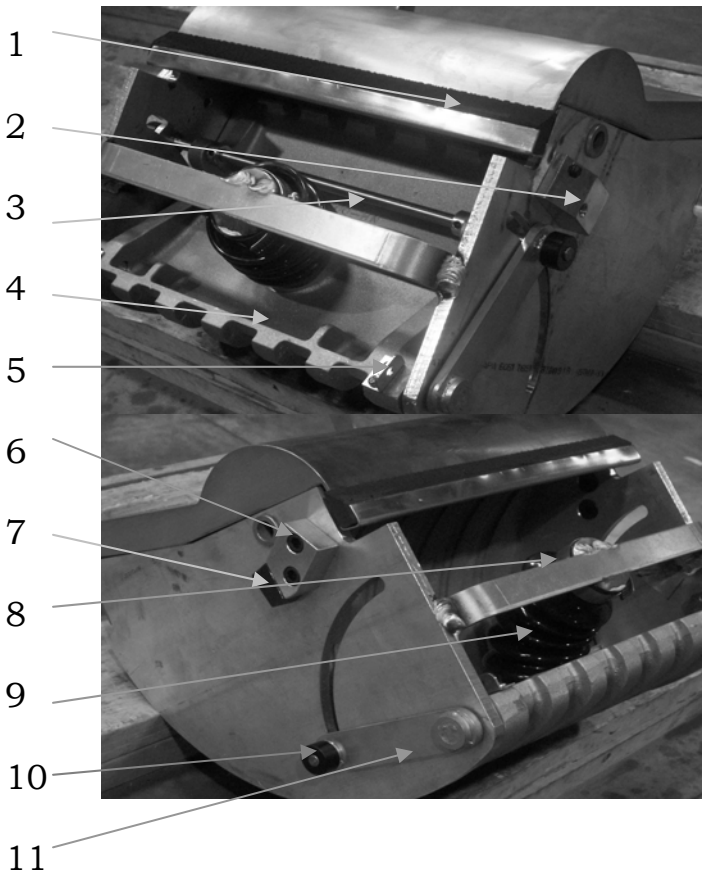
AHD-106 Parts

Item	Description	Part Number
1	Depository Light Lens	FS25-0165
2	Supplies Flap	FS25-0142
3	Handle End Spacer	FS25-0151
4	Handle Linkage Arm	FS25-0149
5	Handle Middle Spacer	FS25-0152
6	Lower Handle	FS25-0148
7	Rim Cylinder Lock	LC-0021
N/S	Handle Rod	FS25-0150
N/S	Depository Light Fixture w/bulb	MS-0012



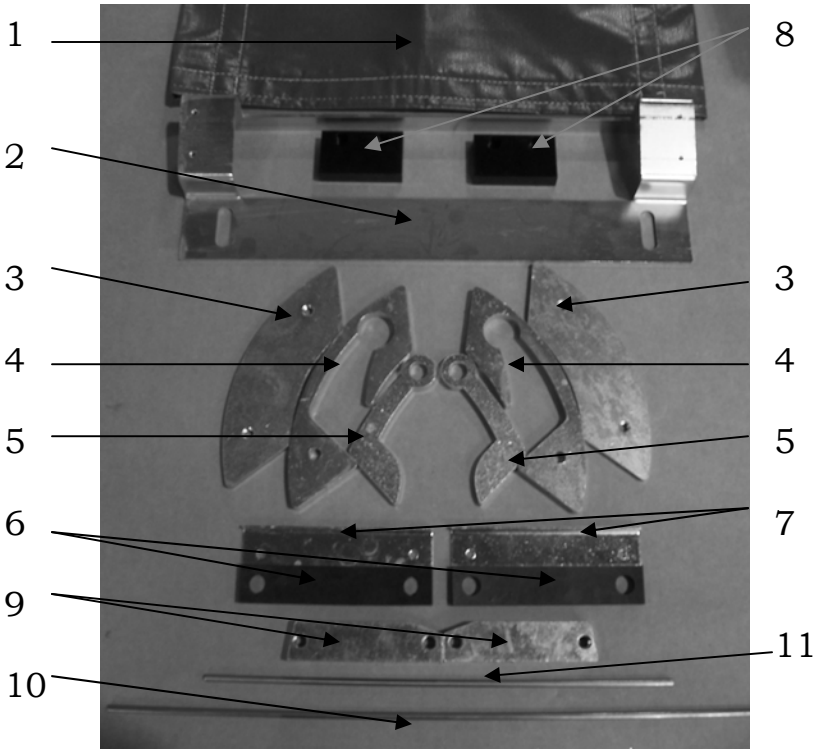
AHD-106 Parts

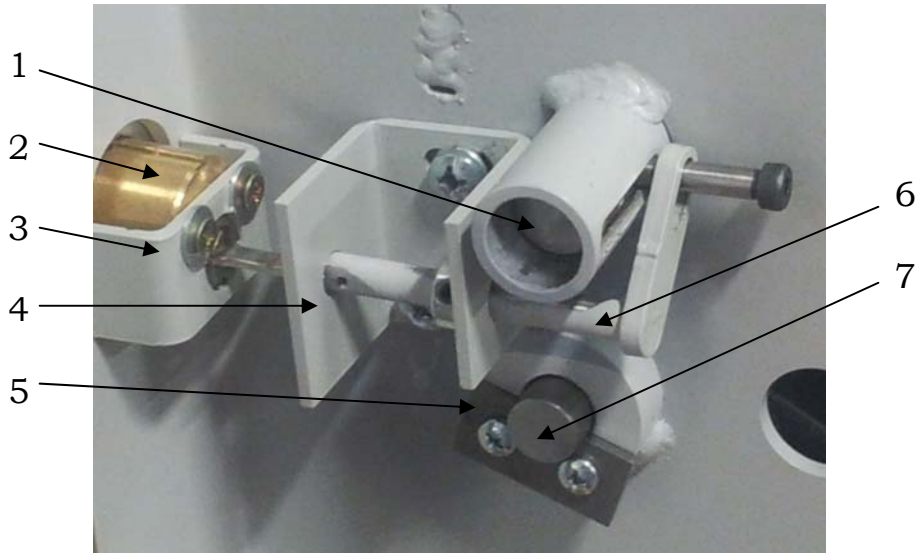
Item	Description	Part Number
1	Bucket Seal	FS25-0072
2	Bucket Stop Block RH	FS25-0083
3	Guide Rod	FS25-0143
4	Ejector Casting	FS25-0085
5	Diaper Clip	FS25-0149
6	Bucket Stop Block LH	FS25-0082
7	Bucket Stop	FS25-0073
8	2 ½ inch hose clamp	TU-008
9	7” Expanded Bellows	MS-0009
10	Ejector Guide Roller	FS25-0081
11	Pivot Arm	FS25-0076



AHD-106 Parts

Item	Description	Part Number
1	Hopper Diaper	FS25-0071
2	Bucket Rest	FS25-0078
3	Ejector Guide Plate (Part 1 of Ejector Guide Assy)	FS25-0052
4	Ejector Guide Plate (Part 2 of Ejector Guide Assy)	FS25-0053
5	Bucket Catch Arm (Part 3 of Ejector Guide Assy)	FS25-0054
6	Bucket Stop	FS25-0077
7	Bucket Stop Bracket	FS25-0068
8	Bucket Stop	FS25-0065
9	Ejector Roller Cam	FS25-0067
10	Diaper Retaining Rod, Housing \ Supply Flap Rod	FS25-0159
11	Diaper Retaining Rod, Hopper	FS25-0160
N/S	Baffle Casting	FS25-0084
N/S	Rear Deflector	FS25-0070



AHD-106 Parts

Item	Description	Part Number
1	Lock Pin	FS25-0155A
2	Rim Cylinder Lock	LC-0021
3	Rim Cylinder Lock Retainer Clip	FS25-0137
4	Pivot Arm Bracket	FS25-0136
5	Pivot Pin Retaining Clip	FS25-0069
6	Pivot Arm	FS25-0134A
7	Pivot Pin	FS25-0074