

Repair Refill OUTSIDE of the Pürleve Handle

For a video on this process, go to:
<http://www.purleve.com/hdh-installation.asp>

NOTES

- A. If time to repair sleeve with Refill INSIDE the dispenser, go to backside for instructions. We suggest if split sleeve is viewable (IE: Sticking up through the handle OR not split but not covering the handle completely) that you repair sleeve with the Refill INSIDE the dispenser.**
- B. Follow the instructions on this side if you would like to quickly replace the damaged sleeve (with its associated Refill and Plastic Handle) with a NEW Refill, Sleeve and Plastic Handle. This option will allow you to "repair" the damaged sleeve at your convenience.**

1. Insert the Pürleve key into cover lock, turn (either direction) and open cover (Fig. 1)
2. Turn 'OFF' the dispenser by placing switch to the 'OFF' position. (Fig. 2)
3. Remove Refill and Plastic Handle with damaged sleeve (Place a new Refill in the dispenser by following the 'Pürleve Refill Installation' instructions).
4. Grab damaged sleeve and pull until approximately 16" (41cm) from the Refill (Fig. 3)
5. Insert sleeve into Plastic Handle and push through so that at least 12" (31cm) of sleeve is sticking through the Plastic Handle. (Fig. 4)
 - a. Ensure sleeve is not twisted
 - b. Insert sleeve through the bottom end of the Plastic Handle.
 - c. Use pencil (or something similar) if necessary to help push sleeve through plastic handle.
6. Cut sleeve end at approximately a 45 degree angle (Fig. 5)
 - a. The exact angle does not matter (it helps to open up sleeve end)
 - b. Cut the damaged part of the sleeve away and discard

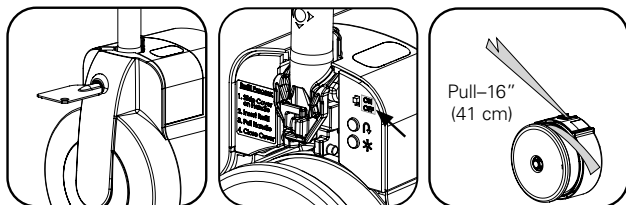


Figure 1

Figure 2

Figure 3

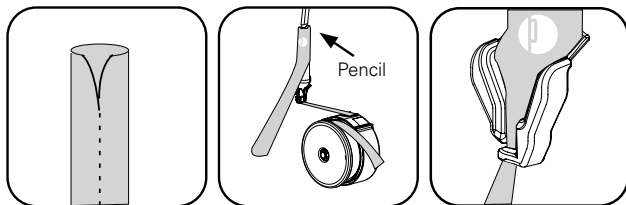


Figure 7

Figure 8

Figure 9

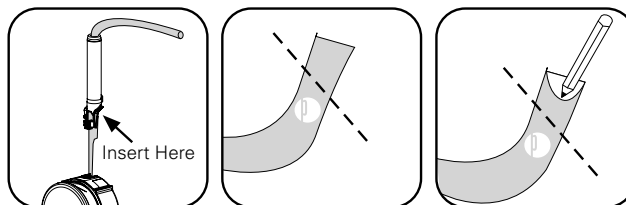


Figure 4

Figure 5

Figure 6

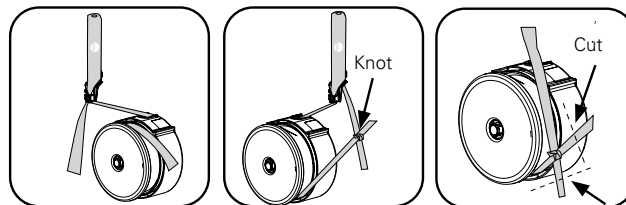


Figure 10

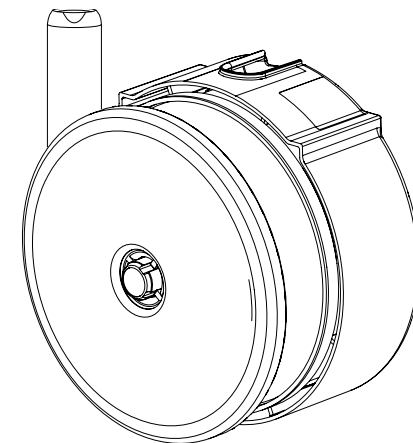
Figure 11

Figure 12

7. Open sleeve end by sliding sleeve back and forth between thumb and index finger
NOTE: Once sleeve open, place a pencil (or something shaped similarly) into the sleeve as it helps with the process (step 8 and 9) of opening the sleeve and tearing it open along the perforation. (Fig. 6)
8. Locate perforation of sleeve (side with no graphics) and tear open to the top end of Plastic Handle (Fig. 7)
9. Grab ends of torn sleeve and pull sleeve back over (invert the sleeve) the handle cover about 6" (16 cm) past the end of the Plastic Handle (Fig. 8)
NOTE: Ensure the sleeve is not twisted. For some, placing a pencil or something similar down the sleeve and handle can be helpful.
10. Perforation should be located on the back side of Plastic Handle where the cutting feature is located.
11. Loop sleeve through hook feature in Plastic Handle (Fig. 9)
12. Pull about 6" (15.5 cm) of excess sleeve through Plastic Handle (Fig. 10)
13. Locate the #1 sleeve end from the USED side of the refill and the #2 end of the new sleeve that was pulled through the Plastic Handle in #12. Tie these two ends together tightly. (Fig. 11)
NOTES:
 1. You can unwrap the USED sleeve once on the refill to allow for a bit more slack to help tie the sleeves.
 2. Once sleeves tied together, please test the knot by pulling on both ends.
14. Cut excess sleeve from both ends of the knot so that the ends of the sleeves do not extend outside of the refill cover. This will prevent sleeve becoming jammed in unit. (Fig. 12)
15. Refill is successfully repaired and can be placed into dispenser. Follow the Pürleve Refill replacement instructions when ready to place in unit. Ensure that the Refill is the correct Refill for the dispenser (if not, the refill will NOT fit).

pürleve™

hygienic door handle



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Repair Refill INSIDE the Pürleve Handle

NOTES:

- A. For a brief video on how to fix a sleeve, please go to: <http://www.purleve.com/hdh-installation.asp>
- B. If no sleeve is viewable sticking up from the handle OR if no time to repair sleeve while refill still inside the dispenser, go to backside of these instructions. The backside explains the process of placing a NEW refill and repairing the sleeve 'outside' of the dispenser at a later time.
- C. If sleeve is not SPLIT but broken and not covering the handle, please CUT the sleeve. Then go to Step #8 for repair process.

1. Insert the Pürleve key into cover lock, turn (either direction) and open cover (Fig. 1)
2. Turn 'OFF' the dispenser by placing switch to the 'OFF' position. (Fig. 2)
3. If sleeve is visible outside of the Plastic Handle go to step 8, otherwise continue to step 4
4. Remove Plastic Handle
5. Grab sleeve and pull until approximately 5" to 7" (13 – 18 cm) past Metal Handle end (Fig. 3)
6. Insert sleeve into Plastic Handle and push through (Fig. 4)
 - a. Ensure sleeve is not twisted
 - b. Insert the sleeve through the end of Plastic Handle with the 'wings' first
 - c. Use pencil (or something similar) if necessary to help push sleeve through plastic handle.
7. While reinstalling the Plastic Handle on Metal Handle, hold end of \ sleeve stationary and push Plastic Handle until it mates onto the shoulders of the Metal Handle.
 - a. Ensure the sleeve remains in Metal Handle slot
 - b. Go to step 9
8. Pull sleeve from the plastic handle an estimated 5" - 7" (13 - 18 cm) from the end of the Plastic Handle (Fig. 5)

NOTE: You do not have to remove the Refill or Plastic Handle
9. Cut sleeve end at approximately a 45 degree angle (Fig. 6)
 - a. The exact angle does not matter (it helps to open up sleeve end)
 - b. Cut the damaged part of the sleeve away and recycle.
10. Open sleeve end by sliding sleeve back and forth between thumb and index finger

NOTE: Once sleeve open, place a pencil (or something shaped similarly) into the sleeve as it helps with the process (step 11 and 12) of opening the sleeve and tearing it open along the perforation.
11. Locate perforation of sleeve (side with no graphics) and tear open to top end of the Plastic Handle (Fig. 7)
12. Grab ends of torn sleeve and pull sleeve back over (invert the sleeve) the handle cover about 6" (16 cm) past the end of the Plastic Handle (Fig. 8)
 - a. Perforation should be located on the back side of Plastic Handle where the cutting feature is located.
 - b. For some, placing a pencil or something similar down the sleeve and handle can be helpful to pull sleeve over handle.
13. Loop sleeve through hook feature in Plastic Handle (Fig. 9)
14. Pull about 6" (15.5 cm) of excess sleeve through Plastic Handle (Fig. 10)

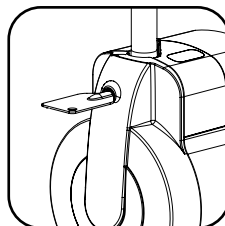


Figure 1

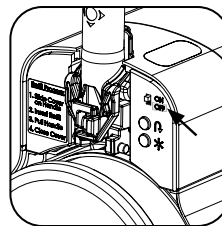


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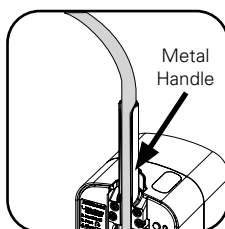


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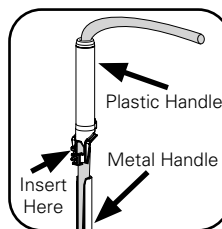


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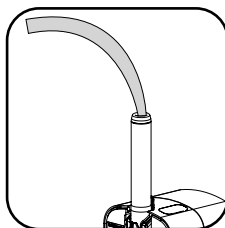


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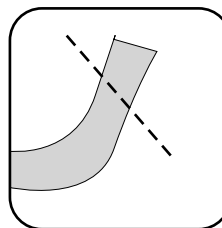


Figure 6

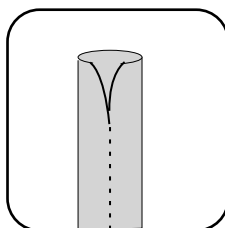


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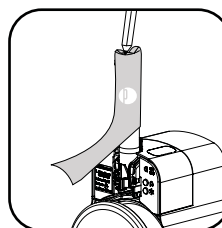


Figure 8

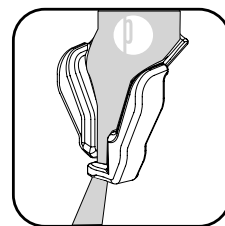


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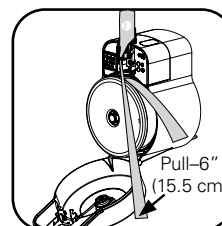


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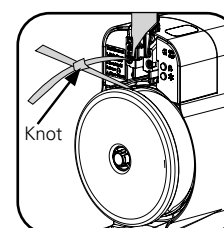


Figure 11

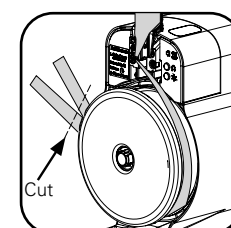


Figure 12

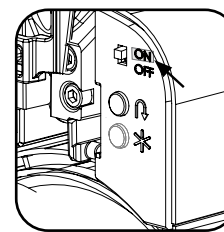


Figure 13

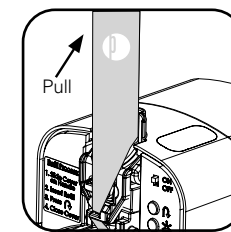


Figure 14

15. Locate the #1 sleeve end from the USED side of the refill and the #2 end of the new sleeve that was pulled through the Plastic Handle in #14. Tie these two ends together tightly. (Fig. 11).

NOTES:

1. You can unwrap the USED sleeve once on the refill to allow for a bit more slack to help tie the sleeves.
 2. Once sleeves tied together, please test the knot by pulling on both ends.
16. Cut excess sleeve from both ends of the knot so that the ends of the sleeves do not extend outside of the refill cover. This will avoid sleeve from jamming the system. (Fig. 12)
- NOTES:**
1. Ensure no bunching or jamming of sleeve between top of Refill and bottom of Metal Handle and between bottom of Plastic Handle and where the used sleeves enter Refill. If bunching, pull on sleeve that exits the plastic handle so that the sleeve remains taut.
 2. The Sleeve must be woven into the bottom portion of the plastic handle (Figure 9).
 3. You can turn the refill cartridge slowly by hand clockwise to ensure there is no binding of the sleeve.
17. Turn 'ON' the dispenser by placing the switch to 'ON'. (Fig. 13)
 18. Pull the handle and release to advance the sleeve (repeat until sleeve is tight and ensure no jamming/binding). (Fig. 14)
- NOTE: Ensure the sleeve is not twisting on the Handle or Jamming at any point (e.g.: in the loop features of the Plastic Handle, in the lock, etc.)**
19. Push the Cover to the CLOSED position until you hear and feel a positive 'close'. Visually review the cover fit as related to the dispenser to ensure no excessive gaps. If gaps, push cover until 'snaps' into place.
 20. Verify unit is properly locked by pulling on Cover
 21. Pull and Release the Pürleve Handle to 'Test' the sleeve advancement before leaving to ensure the handle is functioning.