






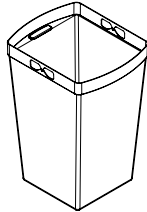
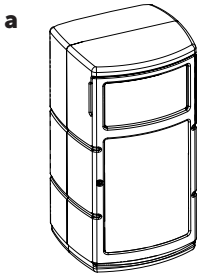
# INSTRUCTION SHEET

## PolyTec™ Series Side-Entry Receptacle



You've made a great choice in adding a PolyTec Series Side-Entry Receptacle to your site. Following the instructions below will help receptacles perform at their best and look great as long as you own them.

### ASSEMBLY STEPS

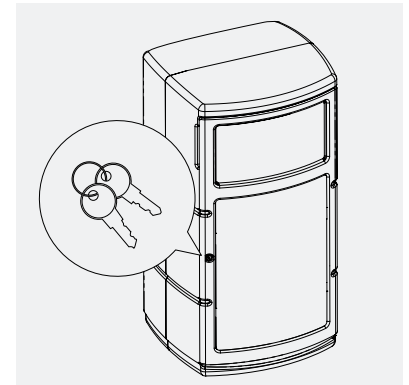


**SUPPLIED PARTS**

- a. 1 – Container
- b. 1 – Trash Liner
- c. 2 - Keys
- d. 1 – Tray return (optional)
- e. 4 - Christmas Tree Clips (optional)

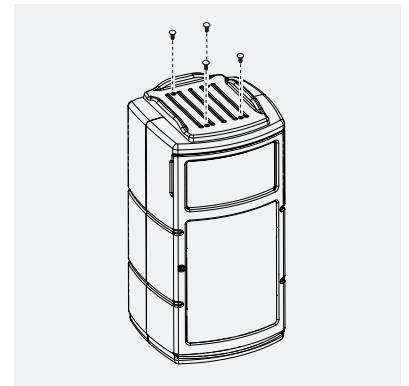
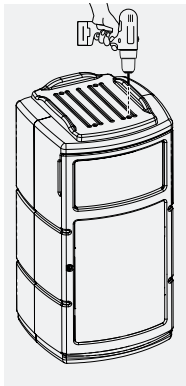
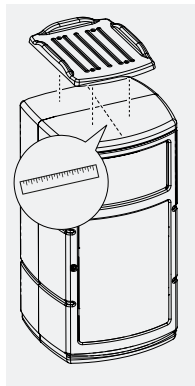
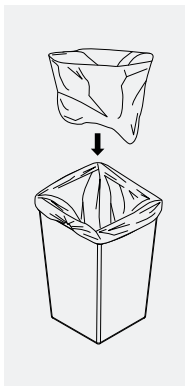
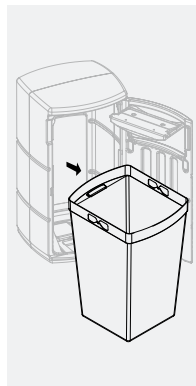
**TOOLS REQUIRED**  
(for tray return)

- Drill
- 1/4" drill bit
- Ruler



#### 1. Unbox container

Remove container from packaging. Unlock the side-entry door with provided keys.



#### 2. Prepare container

Open the side-entry door and remove the liner. Add a trash bag to liner before placing it back inside the container and locking side-entry door. If attaching optional tray return, proceed with steps 3-4.

#### 3. Align tray return & drill holes

Using a ruler, center the tray return on top of the container and hold firmly in place. Using the tray return as a guide, drill four 1/4" holes through the holes in the tray into the top of container. Clean the drilling debris away. Align the holes in the tray return with the drilled holes.

#### 4. Attach hardware

Press one Christmas tree clip through each of the four drilled holes until secure. You may need to support the top from the inside while pressing the clips into place. Tray return is now ready for use.

**NOTE:** To keep the container looking new, wipe down with a soft damp cloth

If you have any questions, please call 1-800-782-7273 or [cpsservice@commercialzone.com](mailto:cpsservice@commercialzone.com)