



Dallman Kiosks

Service Manual



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Kiosk Maintenance Program

Couvrette Building Systems offers a complete menu of maintenance programs for all products. These are available in annual, semi-annual or custom programs. Our maintenance plan includes:

- 1) Verify that kiosk remains level for proper operation of all doors and drains.
- 2) Inspect dry pack at base of kiosk, repair and replace as required.
- 3) Check lockout bolts on top of building and re-silicone if necessary.
- 4) Check caulking around ATM bezel.
- 5) Adjust and examine thermostats and humidistat for proper settings.
- 6) Adjust alignment on turntable when required (turn kiosk only).
- 7) Check seals and caulking, repair or replace as required.
- 8) Examine all locks, deadbolts, and latches for proper operation and lubricate as required.
- 9) Remove circulation fan and lubricate. Clean area of any trash or papers blocking fan guard.
- 10) Vacuum kiosk and electrical access floor.
- 11) Remove, inspect, and clean A/C, condenser coils, grills and cabinet.
- 12) Clean A/C condensation drain tube and check for blockages, cracks and replace if necessary.
- 13) Clean interior walls or repaint when walls are plaster finish.
- 14) Examine electrical connections for loose or disconnected wires.
- 15) Perform continuity and hi-potential electrical test.
- 16) Wash and wax entire building.
- 17) Touch up paint as necessary.

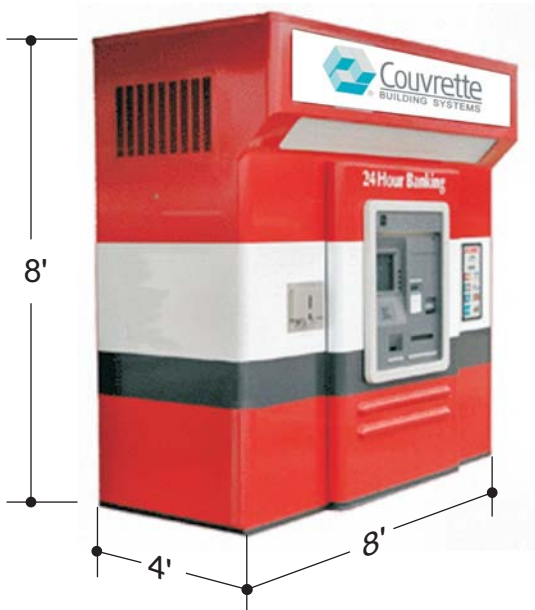
For kiosks with canopies, the following operations will be performed:

- 1) Check caulking between canopy and building.
- 2) Check operation of photo-cell.
- 3) Check operation of all lights and replace bulbs as necessary.
- 4) Clean sign faces.
- 5) Check drain operation - clean/clear as required.
- 6) Roof repair as necessary.
- 7) Wash and wax canopy.

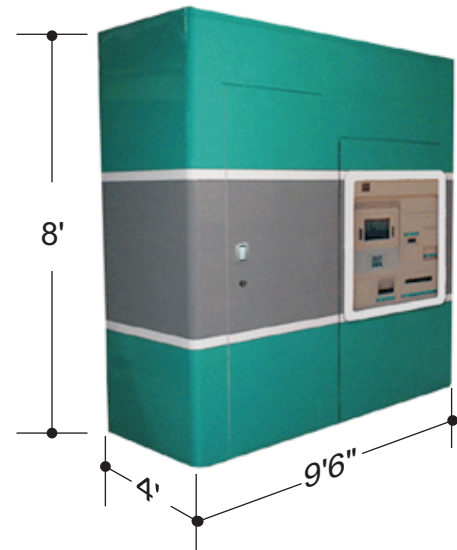
Couvrette will photograph kiosks after each service visit and keep the photo on file for an up-to-date status record. Each kiosk will be tagged at the time of service indicating the date and name of the person performing the service.

Contact Couvrette to sign up for our kiosk maintenance program.

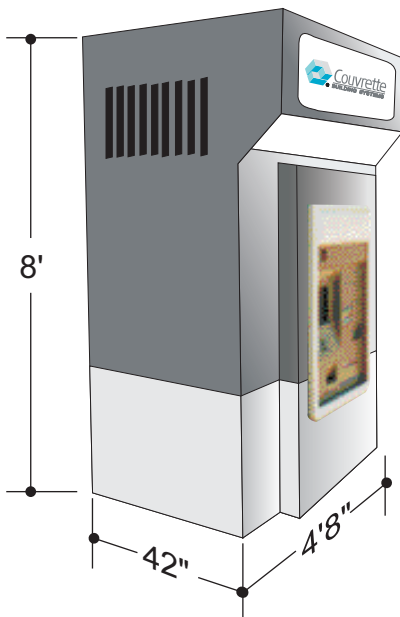
Queline Kiosk



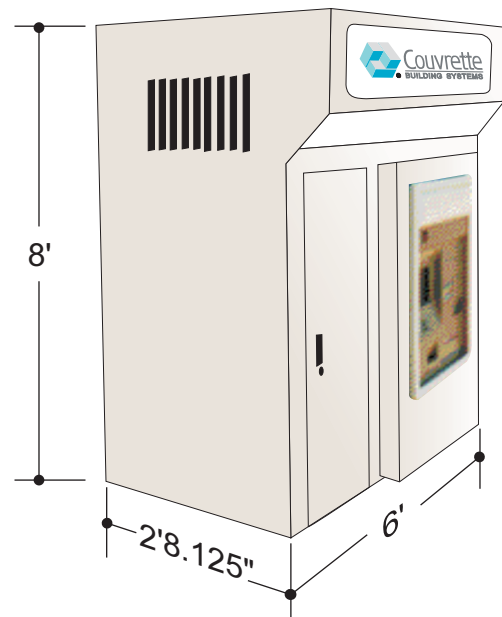
Slimline Kiosk



Micro 2000 Kiosk



Trimline Kiosk



Cutaway view of the kiosk.

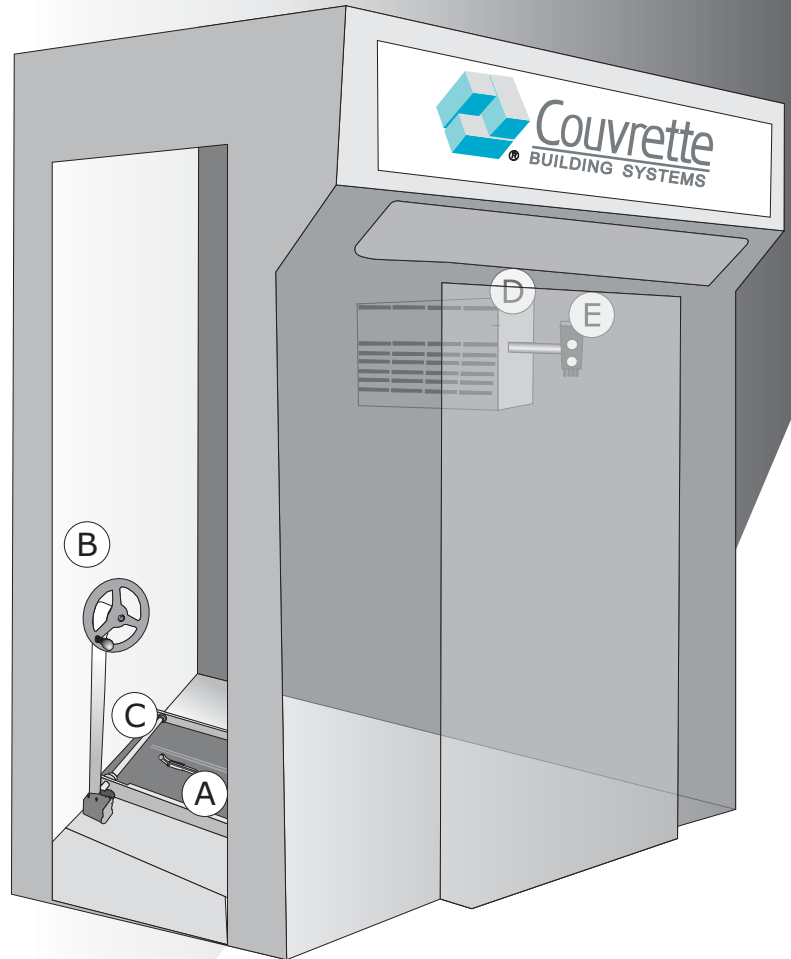
1 Lift the hinged floor plate and clear away any trash and debris from the glide roller and gears.

2 Turn the hand crank (B) clockwise to move the ATM forward. Continue until the ATM is in service position. Perform service operations. Turn the handle counter clockwise to return the ATM to its operating position. Turn until the glide assembly is fully retracted back into the kiosk.

3 Check that the glide roller and gears (C) are properly lubricated with white lithium grease.

4 Replace the AC unit (D) filter, or wash it with soap and water. Verify that the AC drain line is free of kinks and is properly connected. The thermostat (E) for the AC unit is located beside the unit.

5 Clean the exterior of the kiosk with warm soapy water. Do not use harsh cleaners or wax.



- A) Glide Floor Plate
- B) Hand Crank
- C) Glide Gear/Roller
- D) A/C Unit
- E) Thermostat



ATM in Out of Service Position

Every 6 Months

- 1) Check thermostat is at 75-78°F.
- 2) Check for and remove debris underneath glide as well as in the glide mechanism.
- 3) Check for loose bolts from the hinged floor plate. These can break loose and jam the glide mechanism.
- 4) Grease glide mechanisms with white lithium grease.
- 5) Grease the fittings, chains, and sprockets of the cranking mechanism.
- 6) Clean the kiosk exterior with mild soap and warm water.
- 7) Clean the ATM exterior with mild soap and warm water.
- 8) Check and replace kiosk weather-stripping.
- 9) Check cold weather kit (if installed).



Top View of Hinged
Floor Plate



Underside of Hinged
Floor Plate

Dallman Kiosks Troubleshooting

The steps below will allow basic troubleshooting of the Couvrette Dallman kiosk. If it is necessary to contact Couvrette building systems, please have the unit number of the kiosk ready. This number is located on the circuit breaker subpanel, the UL sticker affixed to the door, and the hinged floor plate.

1) What if the floor plate does not lock in the service position?

- A) Check for debris or trash under floor plate.
- B) Check to verify that the ATM is in the proper position.
- C) If no cause for this problem can be found, call Service Manager at Couvrette Building Systems for further assistance.

2) What if the floor plate does not lock in out-of-service position?

- A) Check for debris or trash under floor plate.
- B) Check to verify that the ATM is in the proper position.
- C) Check the locking device.
- D) If no cause for this problem can be found, call Service Manager at Couvrette Building Systems for further assistance.

3) What if the electric motor does not run?

- A) Verify the circuit breaker on the kiosk subpanel is in the ON position.
- B) If the circuit breaker is ON, use hand crank to move the glide.
- C) Check for busted bearings in the glide mechanism.
- D) If no cause for this problem can be found, call Service Manager at Couvrette Building Systems for further assistance.

4) What if the electric motor runs, but floor plate does not move?

- A) Check for busted bearings in the glide mechanism.
- B) It may be possible to push on ATM to make the glide work; however, DO NOT FORCE THE ATM.
- C) If pushing the ATM does not work, call Service Manager at Couvrette Building Systems for further assistance.

5) What if hand crank is tight or locked up?

- A) Check the lock for proper operation.
- B) Check for debris or trash around floor plate.
- C) No not use force to move the hand crank.
- D) If no cause for this problem can be found, call Service Manager at Couvrette Building Systems for further assistance.



Kiosk Subpanel

Dallman Kiosks Troubleshooting

6) What if the A/C is not working?

- A) Make sure the circuit breaker on the kiosk subpanel is in the (ON) position.
- B) If no cause for this problem can be found, call the Service Manager at Couvrette Building Systems for further assistance.

NOTE: The A/C-Heat unit is specially wired into the automatic changeover thermostat and cannot be replaced by an off-the-shelf unit provided by a local vendor. Any modifications to the original A/C-Heat unit may affect the operation of the unit. If a service call is required after the A/C-Heat unit has been modified, a service fee may be charged.

7) What if the A/C ices up?

- A) Turn off A/C circuit breaker on the kiosk sub-panel. Allow A/C unit to sit for two hours. Then restore power. Verify the thermostat is set at 75-78°F.
- B) If no cause can be found for this condition, contact the Service Manager at Couvrette Building Systems.

8) What if the cable breaks?

- A) Call the service manager immediately at Couvrette Building Systems. Service will explain how to rotate to the in-service or out-of-service position.

9) What if the lights or receptacles stop working?

- A) Make sure the circuit breaker on the kiosk subpanel is in the (ON) position.
- B) Replace any light bulbs that may have blown.
- C) If no cause for this problem can be found, call the Service Manager at Couvrette Building Systems for further assistance.

	Queline	Micro 2000	Slimline	Trimline
FLOURESCENT TUBES				
8' Flourescent High Output	X		X	
5' Flourescent High Output				X
4' Flourescent High Output	X	X		
4' Flourescent BIPIN			X	
Halogen Bulb	X		X	X
24" Flourescent BIPIN Tube		X		X
DOWNLIGHT LENSES				
1/8" X 59" Prismatic Acrylic Sheet		X		
Opaque Flat Plexiglas			X	X
Prolight Molded Prismatic Acrylic Lens	X			X
BUMPER GUARD KITS				
(5) 28" and (2) 24"			X	
(3) 36"	X			
(3) 36"		X		
(5) 29"				X
TOUCH UP PAINT	X	X	X	X
EXTERIOR LOCKS	X	X	X	X
WEATHER STRIPPING	X	X	X	X
"P" MOLDING	X	X	X	X
TORK TIMER	X	X	X	X
INFRARED AUTO LIGHT SWITCH	X	X	X	X
MOTION PLATE CONTROLLERS				
Spring Loaded 2-Pos. On/Off Switch	X			
Exterior Mounted Key Switch		X		
Remote Radio-controlled Switch	X	X		

	Queline	Micro 2000	Slimline	Trimline
MOTORS				
Dayton 1/4 HP, 40 RPM, 353 lbs. Torque	X	X	X	X
MAXITORQ MOTORS FOR RETROFITS				
1/4HP, 20 RPM, 727lbs.Torque, 3/4"Drive	X	X	X	X
1/4HP, 20RPM, 727lbs.Torque, 5/8"Drive	X	X	X	X
LIFTING CAMS				
	X	X		
LIMIT SWITCHES				
	X	X		
SHELVING				
8" x 32" x 3/4" Storage Shelf	X	X	X	X
8" x 24" x 3/4" Storage Shelf	X	X	X	X
12" x 37.75" x 3/4" Shelf	X			
12" x 28.5" x 3/4" Shelf	X			
8.5" x 23.5" x 3/4" Shelf		X	X	X
10.5" x 21.5" x 3/4" Shelf		X	X	X
8" Shelf Brackets	X	X	X	X
12" Shelf Brackets	X	X	X	X
12" Shelf for units w/ Supp. Heaters	X			X
36" Shelf Standard	X			
48" Shelf Standard	X	X	X	X
SLIDE BOLTS				
6" Heavy Duty Steel	X			
3" Brass			X	X
MOTOR ROD AND 3/8" DRIVE RATCHET				
	X	X		
TRANSFORMER				
Edwards 599; Main Breaker to 24 VDC	X		X	X

	Queline	Micro 2000	Slimline	Trimline
CONTACTORS	X		X	X
THERMOSTAT	X		X	X
MISC PARTS				
Bollard Posts	X	X	X	X
Super Bollard	X	X	X	X
Surface Mounted Envelope Holder	X	X	X	X
Stainless Steel Envelope Dispenser	X	X	X	X
Plexiglass Envelope Holder	X	X	X	X
Waste Receptacle	X	X	X	X
Check Writing Shelf/Waste Recept.	X	X	X	X
Mirror Guards	X	X	X	X
Door Stopper			X	
Stop Signs	X	X	X	X
Rolling Partition System	X	X	X	X
Replacement Acrylic Sign Panels	X	X	X	X

**Service
Numbers**

VA 1-800-800-2608
CA 1-800-736-1114