BELL SYSTEM PRACTICES
Plant Series

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GLADWIN GP-7500 COIN TELEPHONE SHELF-ETTES
DESCRIPTION, INSTALLATION, AND MAINTENANCE

1. GENERAL

1.01 This section provides description,
installation, maintenance and ordering
information for the GP-7500 series of coin
telephone shelves manufactured by Gladwin
Industries, Inc.

1.02 GP-7500 Shelf-Ettes are designed for
wall mounting only. They may be
ordered fully assembled or shipped knocked-
down and assembled on the job. Gladwin
offers three optional side selections, three
optional directory shelf selections, four
colors, models for 200, 1A, 1C, 2A or 2C
type coin telephones, with or without a
light. Any combination of these features
may be ordered.

1.03 GP-7500 Shelf-Ettes are designed with
an instant interlock assembly and can
be assembled on the job using only a Phillips
head screwdriver and a standard claw hammer.
Complete assembly instructions and materials,
including all screws and a rubber mallet
head which slips onto the head of the claw
hammer to protect the finish of the Shelf-
Ette during assembly, are shipped with each
Gladwin Shelf-Ette.

1.04 GP-7500 add-on units are available to
install multiple coin telephone shelves
in any number desired. The interlock assembly
formula makes it possible to increase the
number of shelf units or make repairs in the
field without removing the coin collector.

2. DESCRIPTION

2.01 Fig. 1 illustrates a GP-7500 Shelf-
Ette equipped with solid sides and
solid shelves (for directory storage);
equipped for 200 or 1A type coin telephone.

It is 24-3/4 inches wide, 34 inches high
and 12-1/4 inches deep.

Fig. 1

2.02 Fig. 2 illustrates a GP-7500 Shelf-
Ette equipped with gray glass sides
and Dropette directory compartment; equipped
for 200 or 1A type coin telephone. It is
24-3/4 inches wide, 44-1/2 inches high
and 12-1/4 inches deep.

2.03 GP-7500 P is equipped to mount a 2A
or 2C panel coin telephone.

2.04 GP-7500 T provides a Tri-Directional
sign and light on top of the Shelf-
Ette.

Fig. 2

3. ORDERING INFORMATION

3.01 GP-7500 Shelf-Ettes are available in four colors: walnut, cherry, black, and gold galaxy.

3.02 Accessory Specifications

A - Solid sides
B - Gray glass sides
C - Clear glass sides
D - Solid shelves
E - Stainless steel directory shelf
F - DROPETTE (specify binder width)
    1", 2" or 3"
G - Security mounting plate
H - Mounting board
J - 14" directory cable
K - Non-coin house or extension phone
L - Left corner mounting arrangement
    (not offered for panel phones)

P/WE - Panel phone arrangement

R - Right corner mounting arrangement
    (not offered for panel phones)
S - Directory compartment block
T - Adapted for and including
    GP-1480 Tri-Directional sign
    and light

Multiple Unit Specifications

List 1 Single stations - 24-3/4" wide
List 2 Double stations - 48-5/8" wide
List 3 Triple stations - 72-1/2" wide
List 4 Four stations - 96-3/8" wide
List 5 Five stations - 120-1/4" wide
    Etc.

3.04 EXAMPLE: To order one double SHELF-ETTE GP-7500 with DROPETTE directory facilities, transparent smoked gray sides, equipped for panel phone installation and Walnut in color, specify:
    1 each SHELF-ETTE GP-7500
    FBP, List 2, color Walnut

4. ASSEMBLY AND INSTALLATION

4.01 Ensure that location specified on service order corresponds to customer wishes. The following conditions should be met.

(a) Free of such hazards as stairways, narrow passageways, uneven or unsafe floors.

(b) Avoid locations near heating vents, sinks, radiators, fuse boxes, or switches and areas subject to water.

(c) Within full view of the public.

(d) Readily accessible to customers.

(e) In a well-lighted area.

(f) Ensure that wall will provide a secure mounting.

4.02 A vertical surface must be provided for mounting the coin telephone set. A tilt greater than 1-1/2 degrees in any direction can cause coin chute malfunction.

4.03 For Shelf-Ettes received knocked-down follow the detailed assembly and installation instructions provided in Fig. 3. See Table A for type of fasteners.

4.04 For Shelf-Ettes received assembled, proceed as follows: (See Fig. 3 Drawing)

(a) Fasten the mounting board (Part B-5021) to the wall using the 12 countersunk holes provided and suitable fasteners for the type of wall. (See Table A) The bottom edge of the mounting board (the edge which does not have laminated trim) should be 34 inches above the floor.

(b) Attach the security bracket (Part B-4551) to the mounting board using the six 1/4 - 20 x 3/4 inch Phillips round head machine screws (Part B - 1133) which are provided to engage with the six factory installed T-nuts located on the backside of the mounting board.

(c) Using appropriate fasteners, mount the security bracket (Part B-4551) to the wall through six mounting holes which are provided so that the bottom edge is 46-3/4 inches above the floor. (See Table A)

(d) Engage the back of the Shelf-Ette assembly with the security bracket, taking care to fit the lip at the top of the security bracket into the slot at the top of the opening in the back of Part B-5020.

(e) Two separate 3/8" x 3/4" wireways are provided on the back (Part B-5020) for telephone and electrical wiring from above or below.

(f) Install the coin telephone on the security bracket B-4551. The coin telephone is larger than the hole cut in the B-5020, therefore, when it is tightened down it helps hold the shelf to the security bracket and mounting board.

TABLE A	
WALL SURFACE	FASTENER
Masonry (Concrete or Brick)	#16 D Plastic Anchor 1½ inch No. 14 RH Wood Screw
Lath and Plaster (Plasterboard)	2½ inch No. 14 RH Wood Screw (Fastener must be in stud)
Cinder Block and Hollow Tile	5/16 x 5 inch Toggle Bolt

5. ELECTRICAL WIRING

5.01 On Shelf-Ettes equipped with lights observe the following for safety.

Under no circumstances shall any makeshift or temporary electric connection be made on lighting equipment.

Before making any repairs or replacement in electrical equipment, operate the electric switch and make sure the circuit is dead. Check, using an electric wire tester or approved device.

Wear eye protection when handling fluorescent lamps.

6. MAINTENANCE

6.01 Normal maintenance of GP-7500 series shelves will require cleaning with mild soap and water.

6.02 Piece parts are available for field repairs. See Exhibit 1 for complete parts list.

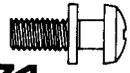# INSTALLATION INSTRUCTIONS
STANDARD PHONES
SHELF-ETTE® 7500

GP-7500 EQUIPPED WITH*	SIDE OPTION	SOLID SIDES (A)	SOLID SIDES (A) W/MT. BOARD (H)	GRAY SIDES (B)	GRAY SIDES (B) W/MT. BOARD (H)	CLEAR SIDES (C)	CLEAR SIDES (C) W/MT. BOARD (H)
SHELF OPTION							
SOLID SHELVES (D)		ADG	ADGH	BDG	BDGH	CDG	CDGH
STEEL SHELF (E)		AEG	AEGH	BEG	BEGH	CEG	CEGH
DROPETTE® (F)		AFG	AFGH	BFG	BFGH	CFG	CFGH

INCLUDES ARRANGEMENTS EQUIPPED WITH ...
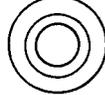
* All arrangements in this series are shipped equipped with Security Mounting Bracket (G) as standard equipment.

B·1133
B·1145
B·1173

B·1174
B·1216
B·1452 B·1566

1. TOOLS REQUIRED: The only tools required to complete assembly of the GP-7500 are a Phillips head screw driver and a standard claw hammer. Each fastener package includes a rubber mallet head which slips onto the head of the claw hammer to protect the finish of the SHELF-ETTE® during assembly.

2. Carefully unpackage the SHELF-ETTE® and familiarize yourself with all the parts as they appear in the drawing on the reverse side of this page before you begin assembly. Shown are three (3) options of sides and three (3) options of directory facilities. The assembly of these options is done in the same procedure as listed below. All fasteners necessary to interlock the SHELF-ETTE® are contained in an envelope; care should be taken not to dispose of this envelope of fasteners during unpackaging. A drawing of each screw required is located at the top of this page to assist in identification.

3. Twelve (12) #10 X 5/8" Phillips pan head shoulder screws (Part #B-1216) are provided for studs to interlock parts together with factory installed slot clips. Position a screw in each of the four(4) factory drilled pilot holes on the back (Part #B-5020), the underside of the solid top shelf (Part #B-5060), and the top surface of the solid bottom shelf (Part #B-5061) so that the shoulder of the screw is flush with the surface of the part. OPTION: Four (4) #10 X 3/8" Phillips pan head shoulder machine screws (Part #B-1174) and four (4) #10-32 hex nuts (Part #B-1452) are provided for studs in the stainless steel bottom shelf (Part #B-5063). OPTION: No screws are required to complete assembly of the factory assembled DROPETTE® (Part #B-5065).

4. Six (6) #10 X 3/8" Phillips pan head shoulder machine screws (Part #B-1174) are provided for installation of the sides. Position a screw in each of the three (3) factory installed threaded inserts on the rear edge of each side, (Part #B-5027 ; B-5028 solid sides OR #B-5032 ; B-5033 gray sides OR #B-5030 ; B-5031 clear sides) so that the shoulder of the screw is flush with the surface of the part.

5. THIS STEP IS FOR SHELF-ETTES® EQUIPPED WITH MOUNTING BOARDS ONLY--- OMIT AND PROCEED WITH STEP 6 IF A MOUNTING BOARD IS NOT REQUIRED. Twelve (12) countersunk holes are provided on the surface of the mounting board (Part #B-5021) as recommended fastener locations for installation. Using appropriate fasteners, install the mounting board (Part #B-5021) onto the desired surface so that the bottom edge, (the edge which does not have laminated trim), is 34" above the floor. Attach the security bracket (Part #B-4551) onto the mounting board (Part #B-5021) using the six (6) 1/4-20 X 3/4" Phillips round head machine screws (Part #B-1133) which are provided to engage with the six (6) factory installed T-nuts located on the backside of the mounting board.

6. Using appropriate fasteners, mount the security bracket (Part #B-4551) to the desired wall through six (6) mounting holes which are provided so that the bottom edge is 46 3/4" above the floor.

7. Engage the back (Part #B-5020) with the security bracket (Part #B-4551) taking care to fit the lip at the top of the security bracket into the slot at the top of the opening in the back.

8. In the event additional mounting security is required for installation, two (2) countersunk holes are provided on the back (Part #B-5020) through which appropriate fasteners can be installed to secure the back to the desired wall. Two (2) 1/4-20 X 1 1/4" Phillips head machine screws (Part #B-1173) are provided for this step only when a mounting board is to be used. These two fasteners will be concealed by the top shelf during the next step.

9. With the finished edges of the two (2) shelves (Part #B-5060 solid top shelf and #B-5061 solid bottom shelf OR #B-5063 stainless steel shelf) facing toward you, assemble so that the studs interlock with the factory installed slot clips on the edges of the shelf spacers (Part #B-5062). Proper alignment is complete when all the unlaminated edges are flush. It may be helpful to use a hammer equipped with the rubber mallet head described in Step I to accomplish this step.

10. Engage the four (4) factory installed slot clips located on the edges of the shelf assembly from the previous step (or the factory assembled DROPETTE® Part #B-5065) with the four (4) studs positioned onto the back (Part #B-5020) in Step 3. Proper alignment will be complete when the sides of the directory facility are flush with the edges of the back. It may be helpful to use a hammer equipped with the rubber mallet head to accomplish this step.

Fig. 3

GP-7500 — EXPLODED VIEW AND PARTS LIST

11. Engage the three (3) studs positioned on the sides in Step 4 with the three factory installed slot clips on each edge of the back (Part #B-5020). Proper alignment will be complete when the top edges of the sides are flush with the top edge of the back.

12. Complete the assembly of the SHELF-ETTE® with the two (2) #10-32 X 1 1/4" Phillips flat head machine screws and two (2) #10 countersunk washers (Part #B-1566) through the shelf spacers (Part #B-5062) into the factory installed threaded inserts in the sides.

13. Two (2) separate 3/8" X 3/4" wireways are provided on the back (Part #B-5020) for telephone and electrical wiring from above or below.

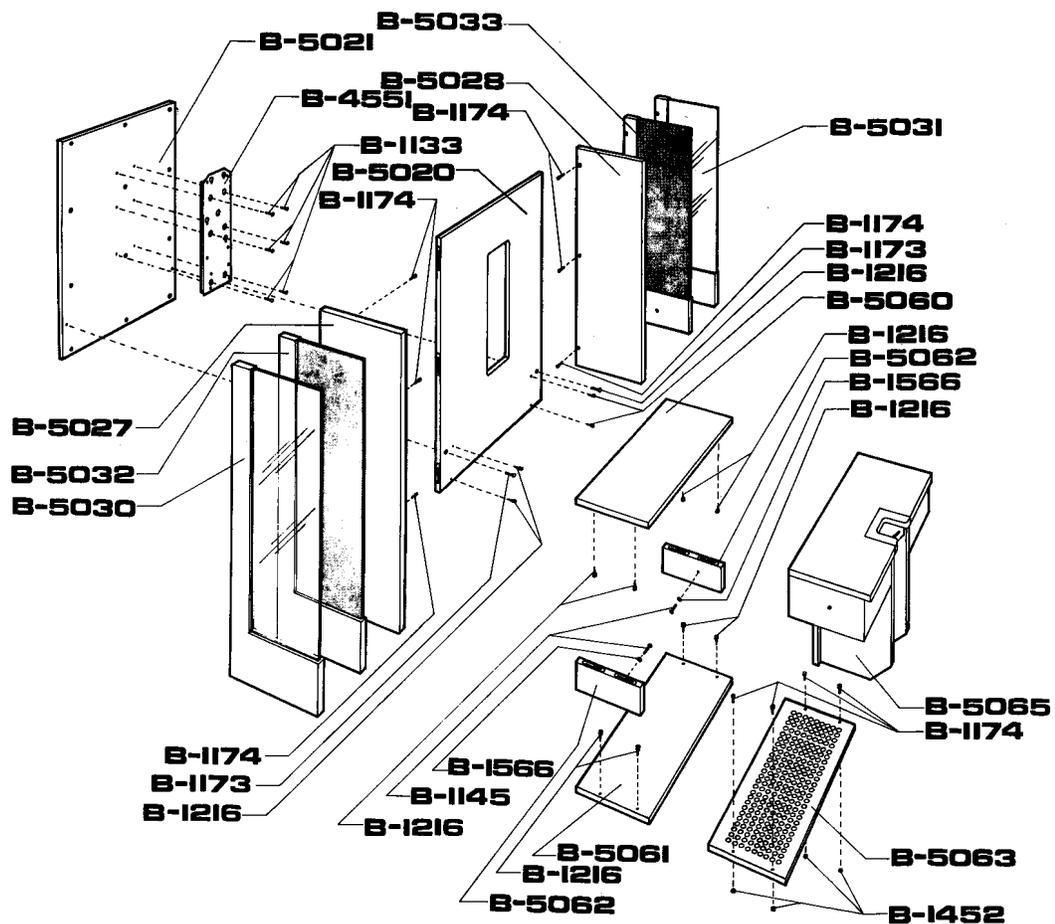SHELF-ETTE and DROPETTE are registered trademarks of Gladwin Industries, Inc.

Fig. 3 (Cont.)

EXHIBIT 1

REPAIR PARTS LIST
GP·7500

ORDER NUMBER	DESCRIPTION
GP-7500 B-1015	#10 X 1-1/4" Phillips Flathead Wood Screw
GP-7500 B-1104	#10-32 X 3/4" Phillips Roundhead Machine Screw
GP-7500 B-1105	#10-32 X 1/2" Phillips Flathead Machine Screw
GP-7500 B-1109	1/4-20 X 1" Phillips Flathead Machine Screw
GP-7500 B-1133	1/4-20 X 3/4" Phillips Roundhead Machine Screw
GP-7500 B-1145	#10-32 X 1-1/4" Phillips Flathead Machine Screw
GP-7500 B-1168	1/4-20 X 1-1/2" Phillips Roundhead Machine Screw
GP-7500 B-1172	1/4-20 X 1-1/4" Phillips Roundhead Machine Screw
GP-7500 B-1173	1/4-20 X 1-1/4" Phillips Flathead Machine Screw
GP-7500 B-1174	#10-32 X 3/8" Phillips Panhead Shoulder Machine Screw
GP-7500 B-1215	#10 X 3/4" Phillips Panhead Sheet Metal Screw
GP-7500 B-1216	#10 X 5/8" Phillips Panhead Sheet Metal Shoulder Machine Screw
GP-7500 B-1452	#10-32 Hex Nut
GP-7500 B-1566	#10 Countersunk Washer
GP-7500 B-2016	14" Directory Cable
GP-7500 B-4549	Corner Security Mounting Bracket
GP-7500 B-4551	Flush Security Mounting Bracket
GP-7500 B-5000	Rubber Mallet Head
GP-7500 B-5020	Standard Security Back Assembly
GP-7500 B-5021	Standard Mounting Board Assembly
GP-7500 B-5022	Western Electric Panel Phone Compartment Assembly
GP-7500 B-5023	Stainless steel frame for W.E. panel phone
GP-7500 B-5024	Western Electric Panel Phone Mounting Board Assembly
GP-7500 B-5025	Mounting Clip for Western Electric Panel Phone Installations
GP-7500 B-5026	Automatic Electric Panel Phone Compartment Assembly
GP-7500 B-5027	Standard Solid Left Side Assembly
GP-7500 B-5028	Standard Solid Right Side Assembly
GP-7500 B-5029	Standard Solid Divider Assembly
GP-7500 B-5030	Standard Clear Glass Left Side Assembly
GP-7500 B-5031	Standard Clear Glass Right Side Assembly
GP-7500 B-5032	Standard Gray Glass Left Side Assembly
GP-7500 B-5033	Standard Gray Glass Right Side Assembly
GP-7500 B-5034	Standard Clear Glass Divider Assembly
GP-7500 B-5035	Standard Gray Glass Divider Assembly
GP-7500 B-5038	Panel Phone Solid Left Side Assembly
GP-7500 B-5039	Panel Phone Solid Right Side Assembly
GP-7500 B-5040	Panel Phone Solid Divider Assembly
GP-7500 B-5041	Panel Phone Clear Glass Left Side Assembly
GP-7500 B-5042	Panel Phone Clear Glass Right Side Assembly
GP-7500 B-5043	Panel Phone Gray Glass Left Side Assembly
GP-7500 B-5044	Panel Phone Gray Glass Right Side Assembly
GP-7500 B-5045	Panel Phone Clear Glass Divider Assembly
GP-7500 B-5046	Panel Phone Gray Glass Divider Assembly
GP-7500 B-5049	Standard Back for GP-1480 Tri-Directional Light
GP-7500 B-5051	Left Corner Mount Solid Side Assembly
GP-7500 B-5052	Right Corner Mount Solid Side Assembly

EXHIBIT 1

(CONT.)

ORDER NUMBER	DESCRIPTION
GP-7500 B-5053	Left Corner Mount Solid Divider Assembly
GP-7500 B-5054	Right Corner Mount Solid Divider Assembly
GP-7500 B-5055	Corner Mount Left, Back Assembly
GP-7500 B-5056	Corner Mount Right, Back Assembly
GP-7500 B-5057	Corner Mount Left, Mounting Board
GP-7500 B-5058	Corner Mount Right, Mounting Board
GP-7500 B-5060	Standard Solid Top Shelf Assembly
GP-7500 B-5061	Standard Solid Bottom Shelf Assembly
GP-7500 B-5062	Standard Solid Shelf Spacer Assembly
GP-7500 B-5063	Stainless Steel Directory Shelf Assembly
GP-7500 B-5065	DROPETTE Directory Compartment Assembly
GP-7500 B-5067	Corner Mount Left, Back for GP-1480 Tri-Directional Light
GP-7500 B-5068	Corner Mount Right, Back for GP-1480 Tri-Directional Light
GP-7500 B-5069	Back Assembly for Automatic Electric Panel Phone
GP-7500 B-5072	Corner Mount Left Clear Glass Side Assembly
GP-7500 B-5073	Corner Mount Right Clear Glass Side Assembly
GP-7500 B-5074	Corner Mount Left Clear Glass Divider Assembly
GP-7500 B-5075	Corner Mount Right Clear Glass Divider Assembly
GP-7500 B-5076	Corner Mount Left Gray Glass Side Assembly
GP-7500 B-5077	Corner Mount Right Gray Glass Side Assembly
GP-7500 B-5078	Corner Mount Left Gray Divider Assembly
GP-7500 B-5079	Corner Mount Right Gray Divider Assembly
GP-7500 B-5081	Compartment Assembly for ADCO Panel Phone
GP-7500 B-5082	Back Assembly for ADCO Panel Phone
GP-7500 B-5088	Left Add-On Mounting Board Assembly
GP-7500 B-5089	Right Add-On Mounting Board Assembly
GP-7500 B-5090	Left Add-On W/E Mounting Board Assembly
GP-7500 B-5091	Right Add-On W/E Mounting Board Assembly
GP-7500 B-5094	Right Add-On (Right Corner Mounted) Mounting Board
GP-7500 B-5095	Left Add-On (Right Corner Mounted) Mounting Board
GP-7500 B-5096	Right Add-On (Left Corner Mounted) Mounting Board
GP-7500 B-5097	Left Add-On (Left Corner Mounted) Mounting Board
GP-7500 B-5111	Mounting Bracket
GP-7500 B-5125	Back Assembly for Automatic Electric Panel Phone with GP-1480 Tri-Directional Light
GP-7500 B-5126	Mounting Board for Automatic Electric or ADCO Panel Phones
GP-7500 B-5127	Add-On Left Mounting Board for A/E or ADCO Panel Phones
GP-7500 B-5128	Add-On Right Mounting Board for A/E or ADCO Panel Phones
GP-7500 B-5132	Back Assembly for ADCO Panel Phone with GP-1480 Tri-Directional Light
GP-7500 B-5133	Directory Compartment Block
GP-7500 B-5134	Back Assembly for Non-Coin Phone
GP-7500 B-5135	Back Assembly for Non-Coin Phone with GP-1480 Tri-Directional Light
GP-1480	GP-1480 Tri-Directional Light