

Hatco / ADM Sneezeguards

Portable Sneeze Guards

Model B-950P

P/N 07.14.007.00-1222 [B950P_IG]
INSTALLATION GUIDE

Model **B-950P** Portable Sneeze Guards are available in single bay widths from 24"–66" (610–1676 mm). All of the available widths are height adjustable from 13"–24" (330–610 mm) and have a common base plate depth of 14" (356 mm).

For additional information regarding Model B-950P, scan the QR Code below:



[https://www.sneezeguard.com/info.php?](https://www.sneezeguard.com/info.php?Model=B-950P-GLASS&pid=79&osCsid=q3ksj3df96tqad14o2vhcqrnu6)

Model=B-950P-GLASS&pid=79&osCsid=q3ksj3df96tqad14o2vhcqrnu6

Important Safety Information

To avoid injury and damage to equipment or property, read the following safety information before installing this equipment.

Do not attempt to assemble and install sneeze guards alone. Installation of sneeze guards requires two or more people, dependent upon unit.

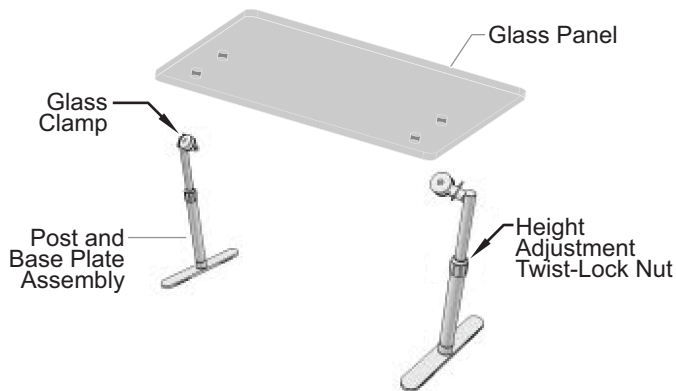
Do not place anything on top of sneeze guard. It is not designed to be a weight-bearing component.

Use non-abrasive cleaners and cloths only. Abrasive cleaners and cloths could scratch finish of unit, marring its appearance and making it susceptible to soil accumulation. Use of abrasive materials will void warranty.

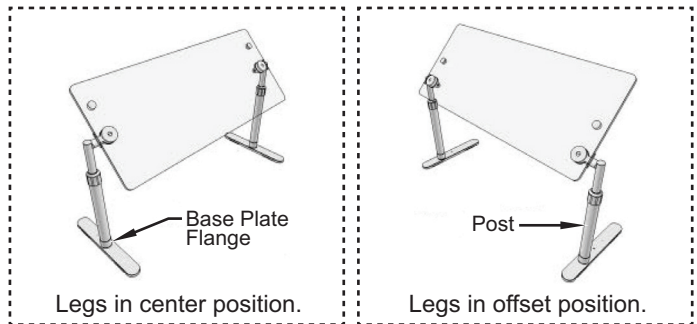
Assembly and Installation

1. Unpack all components. Verify that the appropriate number of the items below are present.:

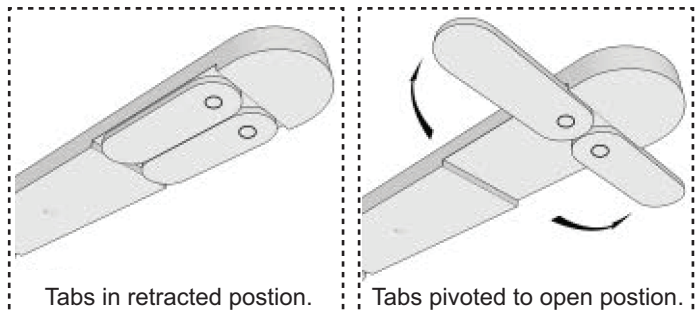
- Glass Panel, 3/8"
- Post and Base Plate Assembly, Brushed Stainless Steel
- End Panel, 3/8" Glass x 2 (optional)
- Hardware Packet (includes hex wrench and extra set screws)



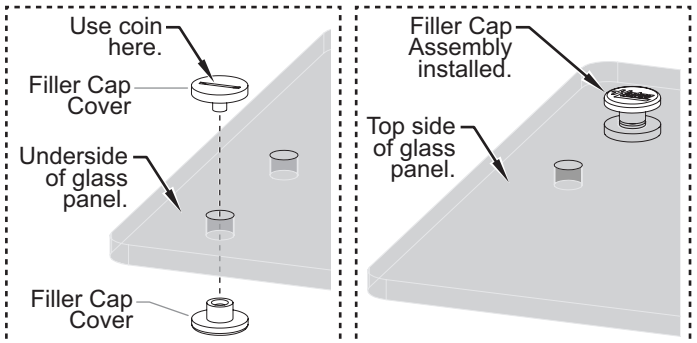
2. Verify the mounting position of the posts on each base plate. The posts are pre-installed on each base plate in the center position. They can be moved to the offset position, if necessary:
- Use the included hex wrench to loosen the set screw securing the post to the base plate flange. Remove the base plate from the post.
 - Using a 7/16" socket wrench, remove the nut on the bolt inside the base plate flange that secures the flange to the base plate. Then, reinstall the posts in the offset position of the base plate. Use a torque wrench to tighten the nut to 20 ft-lbs.



3. Open up the stabilizer tabs on the base plates.
- The base plate of each post assembly has retractable stabilizer tabs that can be pivoted out for extra stability during installation or operation.



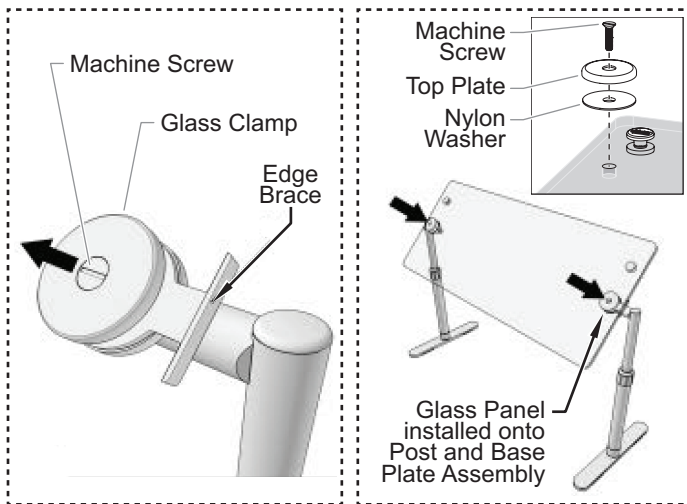
4. Prepare to install the glass panel.
- There are two mounting holes provided on each side of the glass panel. Choose the hole position that will work for the installation. Install the provided filler cap assembly in the unused holes using a coin to hand-tighten.



5. Install the glass panel onto the glass clamp of each post and base plate assembly.
 - a. Remove the machine screw that secures the top plate of each glass clamp. Remove the top plate and nylon washer from each clamp.
 - b. Position the glass panel on top of the glass clamp, making sure the edge brace on each clamp is against the side of the glass.

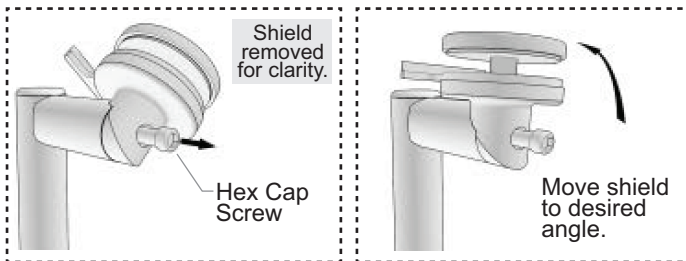
NOTE: Always position nylon washers with the raised lip facing the glass.

- c. Place the nylon washer followed by the top plate onto the glass panel aligned with each glass clamp, and secure in position using the machine screw. Tighten the screw until it holds the glass securely—do not over-tighten.

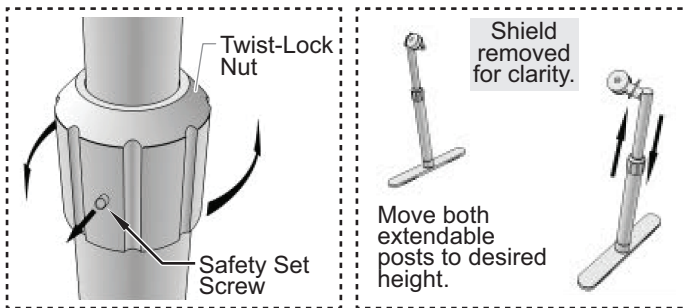


NOTE: Always loosen the thumb screws/hex cap screws on the glass clamps before attempting to adjust the angle of the glass panel. Failure to loosen the screws will strip the internal grip fittings.

6. Adjust the angle of the glass panel, if necessary. **NOTICE: Two people are required for this step.**
 - The angle of the glass panel can be adjusted in 15° increments.
 - Simultaneously loosen the thumb screw/hex cap screw on each glass clamp, carefully rotate the glass panel to the desired position, and re-tighten the thumb screws/hex cap screw.



7. Adjust the height of the glass panel, if necessary. This step will require two people.
 - a. On each post, loosen the safety set screw on the twist-lock nut, and turn the twist-lock nut counterclockwise to loosen.
 - b. Carefully move the glass panel to the desired height.
 - c. On each post, turn the twist-lock nut clockwise to secure its position, and tighten the safety set screw on the twist-lock nut.



Cleaning/Maintenance

Clean the unit daily using non-abrasive cloths and cleaners.

- The glass panel can be cleaned using a standard glass cleaner.

Options and Accessories

End Panels

End Panels with a depth of 18" (457 mm) are available for all B-950P portable sneeze guards.

LED Light Bar

An LED light bar is available as a factory-installed option for certain sizes and can be configured with a cord and plug or a battery pack.

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