To insert battery and set time:

1) Access clock movement. If case has screw-on type bezel, simply unscrew bezel. The movement will lift out. If case has a hinge type of bezel, unscrew latch and open bezel. The back of the movement will be exposed.

2) Follow diagram on battery housing and insert premium battery making certain battery is not installed backwards. (Our clocks run on one of two 1.5 volt battery types, AA or N.)

3) To set the time, advance hour and minute hands by turning the knob on the back of the movement counterclockwise. To reverse, turn clockwise. Note: Do not move hands manually.

4) If clock stops, it is most likely due to a dead battery. Remove the battery immediately as it will leak acid causing damage to the movement which will void warranty.*

5) If clock is to be left unattended for long periods of time, the battery must be removed. Otherwise it will die and leak acid causing damage to the movement which will void warranty.*

*Movement damage caused by battery leakage will void the warranty.

TROUBLESHOOTING

Clock stopped or is not keeping proper time:

A. Remove battery and inspect battery contact points, remove corrosion if present. Follow diagram on battery housing to make certain battery is installed properly. Install fresh premium battery. Set time.

B. Remove battery and return for service**

** When returning for service, package carefully as Weems & Plath® cannot be responsible for damage in transit. Fill out and include the Customer Request Repair Form found on the Customer Service page of the Weems & Plath website (http://www.weems-plath.com/pdf/csreturns.pdf) or write a note with your contact information and a description of the problem.

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