

BAL-RP ROUND RJ-11 PLATE INSTRUCTIONS FOR CEILING TILE INSTALLATION

INTRODUCTION:

The BAL-RP is designed to be installed in a ceiling tile for use with the BAL-C remote electronic balancing damper controller. The BAL-RP is a complete assembly containing a round cover plate with RJ11 input, retaining ring, mounting hardware and pre-wired RJ11 adapter with inline coupler that accepts BAL-W RJ11 cable.

INSTALLATION STEPS:

1. Select a ceiling tile for installing the BAL-RP that provides easy access without being directly over a work space.
2. Carefully remove the ceiling tile to facilitate ease of installation.
3. From the backside of the tile locate and mark the center. (Fig 1)
4. Use a hole saw and cut a 1.5" diameter hole in the center of the tile. (Fig 2)
5. Use the metal retaining plate as a template and align it over the hole. Mark and drill two 1/8" pilot holes for the mounting screws. (Fig 3)
6. Insert the round RJ11 plate into the hole and secure it to the retaining plate using the screws provided. Connect the BAL-W cable to the inline coupler and replace the ceiling tile. (Fig 4)

