# INSTALLATION INSTRUCTIONS
## Drop-In Floor Box E971FBDI

### ENCLOSED YOU WILL FIND:
- Floor Box
- Hole Saw
- Wired receptacle
- Optional mounting plates
- Mounting screws
- Wire nuts

### TOOLS NEEDED:
- Power Drill
- Flat head screwdriver
- Phillips head screwdriver
- Utility Knife
- Latex Caulking

**Caution: Follow all national and local electrical codes for this installation. Before installation of the drop-in floor box, disconnect the AC power to any wiring intended to power this product.**

Determine the location in the floor for the installation of the floor box. Make sure that under this floor location there are no pipes or electrical wiring that could be damaged by the installation. There must be at least 7" of clearance below the bottom of the sub flooring in order to allow installation of the floor box.

Mark the center of the floor box location on the top of the floor. If the floor is carpeted, first cut a 2-3/8" diameter hole through the carpet with a sharp utility knife (see Figure 1). See enclosed template.

**Caution: Using the hole saw provided to cut through the carpet could result in a snag causing permanent damage to the carpet. Never drill a hole through carpeting.**

Position the hole saw pilot drill (provided) at the center of the location for the floor box. Drill through the flooring with the hole saw (see Figure 2).

With the brass cover positioned upside down over the hole in the floor, use the cover as a template and mark the two cover screw locations, with a pencil, on the flooring. Before drilling a 3/32" diameter pilot hole for each cover screw, push aside any carpeting so the drill does not go through the carpet.

### FOR THE INSTALLATION OF THE SINGLE RECEPTACLE:
1. Pull the new romex type wire for the receptacle up through the hole in the flooring (see Figure 3).
2. Remove the floor box bottom cover and cable clamp. Save the screws.
3. Pull out from the bottom of the floor box the three wires (white, black, green) from the receptacle.
4. Using the provided three wire nuts, connect the power supply romex (#14 or #12) wires to the receptacle wires, keeping the same colored wires together (black to black, white to white, green to green, see Figure 4).
5. Push the excess wires into the floor box and allow the romex to exit through the opening in the bottom cover plate. Re-install the bottom cover plate and clamp using the screws provided. The clamp is placed over the romex as it is bent across the bottom of the floor box (see Figure 5).
6. Apply a bead of caulking to the top edge of the hole in the floor. Drop the completed floor box assembly into the hole in the floor. Using the two brass screws provided, screw the brass cover plate down to the sub flooring.
7. For use of the receptacle, remove the brass circular cover by prying open with a small screwdriver (see Figure 6). Plug a lamp or small appliance (120 VAC, 15 amps or less) into the single receptacle.

***Figure 1*** **- Cut 2-3/8" hole through carpeting before using hole saw.**

***Figure 2*** **- Drill hole in floor using hole saw.**

***Figure 3*** **- Pull romex through floor.**

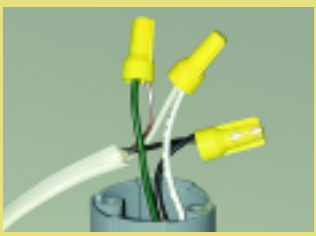


***Figure 4*** **- Connect receptacle wires to romex. Be sure to match wire color(s).**

***Figure 5*** **- Secure wire clamp on bottom of tube.**

***Figure 6*** **- Brass cover snaps into place. Use a small screwdriver to pry open brass cover to plug in appliance.**

## FOR FLOOR BOX AND LOW VOLTAGE DEVICE PLATE INSTALLATION:

1. Remove the brass cover from the floor box by pressing inward on the three latches on the side of the box and pulling the cover upwards.
2. Push inward on the three latches (see Figure 7) that hold the receptacle plate in place and remove the receptacle and plate (see Figure 8).
3. Install the appropriate low voltage wiring jacks (not included) into the low voltage plate.
4. Pull the low voltage cables up through the hole in the flooring (see single receptacle instructions) and connect to the jacks.
5. Align the three latches on the low voltage plate with the three latch holes in the round floor box tube (see Figure 7). While aligning the low voltage plate slots with the ribs on the inside of the round floor box tube, push the low voltage plate back into the round floor box tube until the three latches snap into the three latch holes in the side of the tube. It may require extra force to push the low voltage plate all the way down to the latch point. The low voltage plate is made with a tough polycarbonate material and should not break from push-in forces.
6. Snap the round floor box tube back into the bottom of the brass cover. Make sure that one of the slots on the brass cover rim lines up with the rectangular plastic bump on the outer surface of the round floor box tube (see Figure 9).
7. Apply a bead of caulking to the top edge of the hole in the floor. Drop the completed floor box assembly into the hole in the floor. Using the two brass screws provided, screw the brass cover plate down to the sub flooring.
8. Remove the brass circular cover by prying open with a small screwdriver. Plug in the low voltage cable(s) into the jack(s).

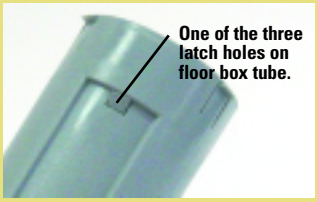
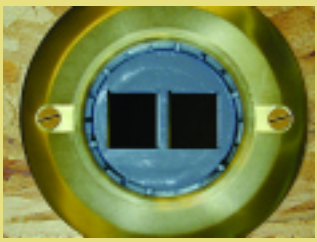


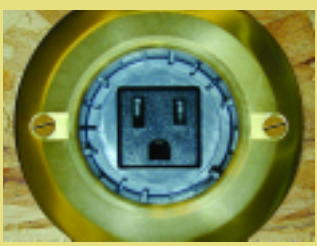

***Figure 7***

***Figure 8*** **- Remove receptacle by pressing three tabs located on side of tube.**



**View of communications cover in place. (Low voltage jacks are not included.)**


***Figure 9***



**Completed floor box with receptacle recessed into tube.**

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