

Layne's CLOCKS

SALES AND SERVICE

Clock Instructions:

1. Setting the Clock Up.

- Obtain access to the inside of the clock and carefully remove all packing materials, rubber bands, etc.
- Position the clock truly level in its permanent position. Whether it hangs on the wall or sits on a shelf or mantle it must be on something solid. Hang wall clocks by using a toggle bolt or a nail planted in a firm, solid wall. (Make a small pencil mark on the wall so you can return clock to a level position after winding, etc.)
- Hang the pendulum on the pendulum hanger (hook hanging inside of clock.)
- **CAUTION:** when hanging the pendulum do not pull to one side or the other. This part is very delicate: use care not to bend or kink the pendulum spring, which is on the very top of the hook. If the spring is damaged the clock may not continue to run.
- Start the pendulum swinging. The tick-tock sound should be even and rhythmic.
- Proper "beat" of your clock should sound like

"Tic--tock--tic--tock—tic"

If the sound is more closely described as a

"Tic tock -----tic tock-----tic tock"

Then the beat is out of adjustment and the clock may stop after running only a few minutes. You will need to level the clock so you get an even ticking sound.

2. Setting and Adjusting the Clock

- To set the clock to the correct time, turn the minute hand only forward slowly. When you move the minute hand forward, stop at each hour and half-hour and allow the clock to strike. *Never* move the hands backwards as this will damage to the clock movement.
- If you have a calendar movement, make sure (by moving the minute hand forward) that the red calendar hand advances one day only, between 12:00 and 1:00am rather than at Noon. Set the calendar hand to point at the correct date simply by moving it either forward or backward.
- If the clock strikes the wrong hour (make sure to move the minute hand slowly) simply move the hour hand to point to the hour it did strike. Then reset the clock to the correct time by moving the minute hand as described above.
- **Winding the clock:**

The clock should be wound about once a week to obtain consistent timekeeping. Simply insert the key in the winding arbor, hold the clock firmly and turn the key to the left or right which ever it allows. After winding, make certain that the clock is level.

3. **Regulating the time:** Allow the clock to run for one week, then check it for timekeeping accuracy. If adjustment is desirable, proceed as follows:

- 1. If your clock has a pendulum movement, hold the pendulum rod firmly to keep it from twisting. Then turn the adjusting nut, at the bottom of the pendulum ball, in the proper direction. To make the clock run faster, turn the nut to the right to raise the pendulum ball. To make it run more slowly, turn the nut to the left. One full turn of the adjusting nut equals about one minute per day change.

NOTE: Make certain that the pendulum ball moves with the adjusting nut. This adjustment is the owner's responsibility and must be made when the clock is in its permanent location. It requires a bit of patience, but the clock can be adjusted to keep time within one minute per month. Seasonal changes may necessitate further minor adjustment.

Always remember you can call if you need any further assistance.
We thank you for you business.

Nancy

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