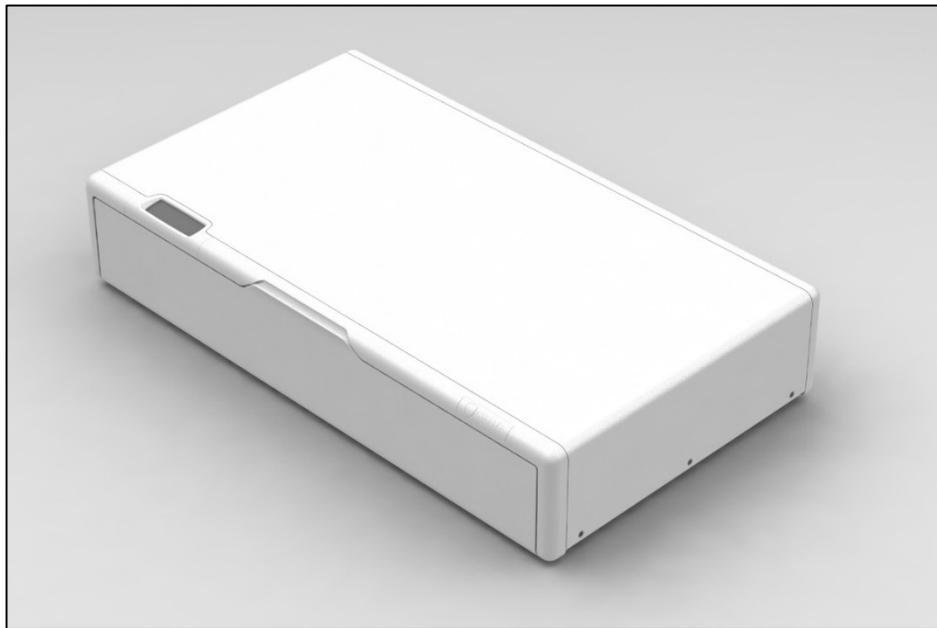




# Vioguard Cubby/Cubby+ User Manual



Thank you for purchasing the Vioguard Cubby / Cubby+. This user manual contains important safety and device information that should be read prior to use.



The above symbol indicates safety and device use messages in this manual. Failure to properly set up, use and care for the Cubby / Cubby+ can increase the risk of serious injury or death, or damage to the unit. Read this manual for important safety and health information. Keep this manual for future reference. For a replacement user's manual, or to see the most updated version, contact Vioguard customer support at 425-318-7900. Read the complete manual for important safety and device use information.

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## PRODUCT SPECIFICATIONS

Weight: 15.6 lbs (Cubby) / 23.3 lbs (Cubby+)

Dimensions: 4" x 21" x 12"

Shelf Extension: 6.5"

UV-C Disinfection Lamp Life: 10,000 cycles.

Power Input: 100-240V, 50-60hz.

Power Consumption: 50W (Cubby) / 100W (Cubby+) maximum during disinfection cycles.

Includes: Enclosure with shelf, AC power cable, user manual.

Quick Clean Disinfection Cycle Time: 15-20 seconds

Deep Clean Disinfection Cycle Time: 60-90 seconds (total)

## Product Warnings



### WARNING!

DANGER OF ULTRAVIOLET RADIATION!

Radiation of this lamp is dangerous to eyes and skin.

Ultraviolet (UV-C) Radiation Hazard. Direct exposure to UV-C energy may cause significant eye damage and/or skin damage. If direct light from the UV-C bulbs is visible inside the enclosure, remove power and stop using immediately, and contact Vioguard for assistance.

Note that indirect and most reflected light consists of ambient light only and does not contain any significant levels of hazardous UV-C energy. Reflected light that is visible from the outside of the unit with the door closed does not contain any significant levels of hazardous UV-C energy.



Product contains Mercury. Manage properly.



This device complies with Part 18 of the FCC rules.

## Safety Instructions

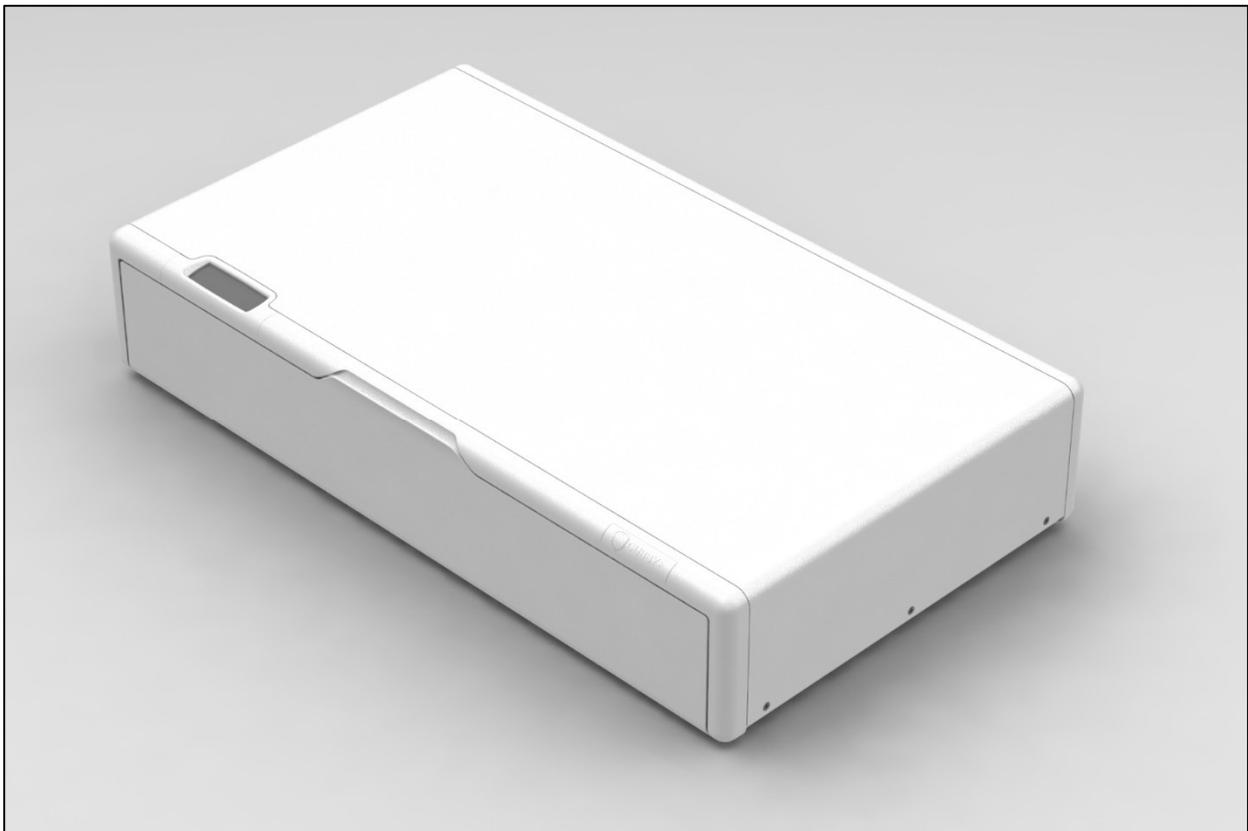


WARNING: The following basic safety precautions should be observed at all times to protect against injury:

1. Read and save all notices, warnings and safety instructions included with the product.
2.     **WARNING** Avoid exposure to direct or reflected germicidal ultraviolet rays inside the chamber. Germicidal ultraviolet rays are harmful to the eyes and skin. Note: This product contains multiple safety interlock devices to ensure safe deployment of UV-C energy.
3.   **WARNING** Always disconnect power to the equipment and unplug before moving or cleaning the product.
4.   **CAUTION**  **DANGER** To prevent the risk of severe or fatal electrical shock, the product should be plugged into a properly grounded electrical outlet using the supplied power cable only. The equipment should never be used without a proper ground, or with incompatible power input.
5. The product does not contain any user serviceable parts. Do not open or disassemble the product.
6. Do not alter the construction or design. Do not remove safety labels or devices.
7. Do not use product for other than its intended purpose as described in the user manual.
8.  Similar to natural sunlight, ultraviolet rays may affect certain materials and cause discoloration in certain low-grade plastics over an extended period of use. Though the unit utilizes ultraviolet light, do not expose plant life or any other organic material to the UV-C energy utilized by this product.
9. Do not operate product if the power cord and/or plug are damaged, or if any other damage to the unit is visible or suspected.
10. The product should be protected from the elements and from temperatures below freezing.
11.  **CAUTION** The product should be used in a stable location. Do not operate the product if all four rubber feet are not on a stable surface.

## SETUP INSTRUCTIONS

1. Open the Vioguard Cubby / Cubby+ packaging and visually inspect the product to ensure there is no damage.
2. Read the user manual carefully to avoid harm to the product or to yourself and to understand how to use the product properly.
3. Unpack the main Cubby / Cubby+ unit.
4. Unpack the provided AC power cord.
5. Plug the AC power cord into the rear-panel AC power socket of the unit and then plug the other end into a grounded AC power source. The unit will power on automatically.
6. The enclosure of the Vioguard Cubby / Cubby+ is designed to support up to 50 lbs.
7. Wait for the LCD to illuminate and sequence through its startup icons.
8. The unit will be ready to use once "READY" is displayed on the LCD Screen.
9. Remove protective plastic film from door and any other packing plastic or foam before use.

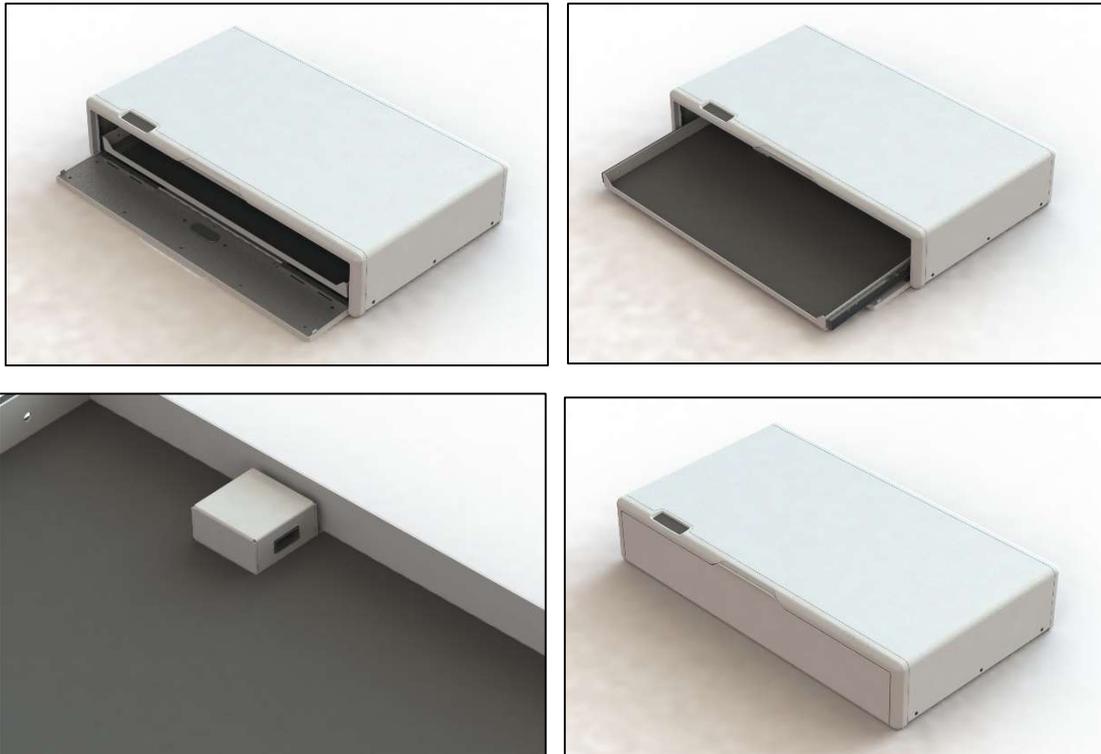


## GETTING STARTED AND INITIATING A CLEANING CYCLE

1. After completing the setup instructions, the Cubby is ready for use.
2. Open the front door and pull out the tray.
3. Place an item on the tray.
  - a. The **Cubby** includes an opaque tray with a rubberized mat and provides effective disinfection from the top of the chamber. It contains a pass-through USB port built into the tray, allowing keyboards or similar devices to be permanently installed in the chamber. Plug your USB cable into the connector port, and then use the provided USB-B port on the rear of the unit to connect to the end device.
  - b. The **Cubby+** includes a transparent glass shelf and provides effective disinfection from both the top and bottom of the chamber. It does not contain a USB pass-through, however the chamber is large enough to accommodate any phone or tablet device and more. Simply place your item(s) on the clear glass shelf.
4. Slide the tray back into the unit.
5. Gently close the door to begin the disinfection process.
6. The LCD will indicate the start of the cleaning process.
7. Refer to the LCD Panel Indications for more information regarding the Disinfection Cycles.

NOTES: The door may be opened safely at any time during a cleaning cycle without damaging the unit. The UVC lights will instantly power off and the current cleaning cycle will simply end, providing only limited disinfection. Once the door is closed again the cleaning cycle will begin from the beginning.

There is a brief 2-second delay after closing the door before the cleaning cycle starts. Do not open and close the door rapidly.



## LCD PANEL INDICATIONS

1. **Ready:** Indicates unit is ready to disinfect or the device is ready after a cleaning cycle. The UVC lights are off in this state.
2. **Quick Clean:** Quick Clean cycle in progress. The Quick Clean cycle averages 15-20 seconds from start of the cycle. Once the Quick Clean cycle is completed, you can safely open the door and remove the item(s) from the chamber to receive a limited disinfection if you choose. UVC lights are on during the Quick Clean cycle and will continue to remain on through the following Deep Clean cycle.
3. **Deep Clean:** Deep Clean cycle in progress. The Deep Clean cycle immediately follows a Quick Clean cycle. The Deep Clean cycle averages a total time of 60-90 seconds from start of the cycle. Once the Deep Clean cycle is completed successfully your items will have received a full disinfection as measured by the dosimeter. UVC lights are on during the Deep Clean cycle but will turn off upon completion. The lights will remain powered off until the items have been retrieved from the chamber.
4. **Status Bar:** The Status Bar tracks the UVC Cleaning Cycle. The bar will fill from left to right with a mark to indicate the end of the Quick Clean cycle and the beginning of the Deep Clean cycle. Once a cycle is completed, the progress bar will remain filled until the door is opened. The progress bar will then be cleared to show the unit is ready to start another cleaning cycle.
5. **Error:** Error indicates an issue has occurred with the unit. Consult the table “Troubleshooting” on Page 10. If the error persists, please contact Vioguard Customer Support for assistance.



## CLEANING THE CUBBY

The interior chamber is disinfected with ultraviolet light however it still may be necessary to clean the unit occasionally.

1. Turn the Cubby off by unplugging the unit from AC power.
2. Clean the outer surface of the Cubby and the internal tray by wiping or brushing. Use pre-moistened wipes, soft cloths, sponges or a soft bristle brush only.
3. Wipe with a dry cloth or allow to air dry.
4. Reconnect the Cubby to AC power.

DO NOT pour any liquid cleaner or disinfectant directly on any surface of the Cubby. Recommended Cleaners/Disinfectants: Chlorine-based (max 10% solution), alcohol-based, quaternary ammonium, soap and warm water. Note: Use manufacturers' recommendations for concentrations.

DO NOT use the following: Petroleum-based cleaning fluids (such as gasoline, turpentine or oil), acetone, bleach solutions with over 10% bleach, temperature or pressure sterilization, buffing or scrubbing pads.



## TROUBLESHOOTING

<b>Issue:</b>	<b>Possible remedy:</b>
The unit does not power on.	Check power cable connection. Only use included power cable with unit. Only use compatible power input voltages.
Cleaning cycle does not initiate.	Check to make sure that the door remains open for 3 seconds before closing. The unit has a cutoff that will prevent the bulbs from activating if the door is opened and closed too rapidly.
Cleaning cycle runs until the completion of the Deep Clean cycle and then display reads "Error"	Double check the tray to make sure that it is not overloaded with large or bulky items.  If this error persists, contact Vioguard Customer Support for assistance.
Display reads "Error" immediately upon the initiation of a cleaning cycle.	Contact Vioguard Customer Support for assistance.
The unit shows persistent errors.	If any errors persist after troubleshooting, contact Vioguard Customer Support for assistance.

## LIMITED ONE YEAR WARRANTY

Vioguard warrants its products for a period of one year after purchase, free from defects in material and workmanship and in material compliance with Vioguard's then current specifications, documentation and published materials. This limited warranty is given only to the original purchaser of the product and this warranty does not cover, and Vioguard will have no obligation or liability for any cosmetic defects, problems or malfunctions not caused by the manufacturer, including (but not limited to) issues arising from a power surge, misuse (including outdoor use), abuse, negligence, accidents, wear and tear, mishandling, misapplication, operation in a manner contrary to the documentation provided with the product, operation on incorrect power supplies, third party products, modification, alteration, improper servicing or tampering. This warranty does not cover wear from the use of disinfection lamps in the product. In addition, this limited warranty will not apply for any product that is opened, disassembled, or modified in any way, this includes defacing, altering, or removing any serial number. Lastly, any shipment by the original purchaser after receipt of the product from Vioguard voids this limited warranty.

## CHANGES TO WARRANTY SERVICE

Warranty service conditions are subject to change. For the latest warranty service terms and conditions see: [www.vioguard.com/warranty/](http://www.vioguard.com/warranty/).

## **NO OTHER WARRANTIES**

The above warranty is exclusive and in lieu of all other representations or warranties, whether written or oral, express, implied or statutory, except where such limitation of warranties is prohibited by law and can be amended only by written instrument signed by an officer of Vioguard. Except where such limitation of warranties is prohibited by law, Vioguard disclaims all other warranties to the maximum extent permitted by warranty information-applicable law, including, but not limited to, any implied representations or warranties of merchantability or fitness for a particular purpose, title or non-infringement, quiet enjoyment, and any other representation or warranty obligation on the part of Vioguard. Any implied warranties that cannot be disclaimed by law, shall only be in effect for a period of three months from the date and time of purchase. The above warranty gives you specific legal rights and you may have other rights which vary by jurisdiction. Some jurisdictions do not allow waiver of implied warranties, so the above limitation may not apply to you. Where any term of this Limited Warranty is prohibited by such laws, it shall be null and void, but the remainder of the Limited Warranty shall remain in full-force and effect.

## **WARRANTY CLAIMS**

If the Vioguard Cubby / Cubby+ you purchased fails to perform as warranted and you notify Vioguard of the failure within the applicable warranty period and otherwise comply with all of the requirements below (“How to Obtain Warranty Service”), Vioguard or its authorized reseller will replace or repair the product(s) or,

if the product(s) cannot be repaired or replaced, Vioguard will refund the price paid for the defective product. Such repairs or replacement will be made at no charge to you for parts or labor, provided that you shall be responsible for any transportation cost. If Vioguard elects to repair or replace such products, Vioguard shall have a reasonable time to make such repair or replacement. Note: Repairs have a 90-day warranty. If the Vioguard Cubby / Cubby+ sent in is still under its original warranty, the new warranty is 90 days or to the end of the original one-year warranty, whichever is longer.

## **HOW TO OPEN A WARRANTY CLAIM**

Below are instructions to open a warranty claim:

1. Promptly notify Vioguard upon discovery of the product failure to perform as warranted. You may submit a warranty claim online at [www.vioguard.com/warranty/](http://www.vioguard.com/warranty/). This online form will allow you to include a detailed explanation of the problem and to upload reference photos.
2. Receive a Return Material Authorization (“RMA”) from Vioguard.
3. Notify Vioguard of the intended shipment date to allow Vioguard to arrange for shipment should Vioguard desire.
4. Return the product(s) to Vioguard as directed by Vioguard.

## **LIMITATIONS ON WARRANTY SERVICE**

Vioguard will not provide warranty service if Vioguard's examination of the returned product discloses that problems with the product do not exist or were caused by accident, misuse, abuse, mishandling, neglect, alteration, negligence, unauthorized repair or alteration by anyone other than Vioguard. Specifically, and without limiting the preceding, warranty service will not be provided and the limited warranty shall be void if anyone other than Vioguard replaces (or attempt to replace) the disinfection lamps or use the Vioguard Cubby / Cubby+ with any lamps other than those specified by Vioguard. If warranty service is declined for any of the above, Vioguard will return the product to you at your expense. Any replacement or repair shall fulfill all of Vioguard's responsibility to you under any legal theory, including, but not limited to, contract, tort, indemnity, statutory provision or otherwise.

## **LIMITATION OF REMEDIES**

Except where prohibited by law, liability of Vioguard for an alleged defective product shall be limited to the replacement of the product or a refund of the purchase price, at Vioguard's sole option. The foregoing constitutes buyer's sole and exclusive remedy, in lieu of all other remedies, for Vioguard furnishing defective or nonconforming products, materials, parts or service.

## **LIMITATION OF LIABILITY**

Except where prohibited by law, Vioguard's total liability to the buyer or any other third-party for all types of losses or damage, whether on account of negligence, strict liability in tort, breach of contract, breach of warranty or otherwise, at law or in equity, shall in no event exceed the total contract price for any product with respect to which losses or damage occurred and shall not exceed the price you paid for the Vioguard Cubby / Cubby+. No consequential damages except where prohibited by law, in no event, including late delivery or failure to deliver, shall Vioguard be liable to anyone for special, collateral, indirect, exemplary, incidental, consequential or punitive damages arising from any breach of any of the provisions of this agreement, including without limitation, provisions regarding warranties, guarantees, indemnities and patent infringement (such excluded damages to include but not be limited to, costs of removal and reinstallation of products or items, loss of goodwill, loss of revenue, loss of actual or anticipated profits, loss of use, loss or corruption of data or loss of privacy, any inability to use all or part of the Vioguard Cubby / Cubby+, personal injury or any failure to meet any duty (including any duty of reasonable care or of workmanlike effort) or any claim under contract (including any claim for fundamental breach and for any rights conferred by any sale of goods act). These limitations and exclusions shall apply notwithstanding any failure of any essential purpose of any limited remedy and shall apply even if Vioguard or any supplier or agent has been advised of the possibility of such losses or damages or in the event of fault, tort (including negligence), strict or product liability, misrepresentation or other reason. This clause will survive the termination of this contract by the provisions contained therein or through the operation of law. some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.