



## Wireless Tabletop Controller (WTTC) Shipping Instructions

The Wireless Tabletop Controller (WTTC) contains a long-life lithium battery. Current International Air Transportation Association (IATA) regulations require that these batteries and products containing them can only be shipped by certified shippers. **Therefore, you may not legally ship the unit back by standard shipping options.**

If you need to send your WTTC-1 to Colorado Time Systems, first contact CTS customer service at [customerservice@coloradotime.com](mailto:customerservice@coloradotime.com) or 1-800-287-0653, option 3, for a return materials authorization (RMA) number.

To return unit for repair, you have two options:

### OPTION 1

Find a certified shipper for lithium batteries in your area and take your WTTC-1 there to be shipped. They must be certified for "Section I lithium ion batteries contained in equipment." You can find out if shippers are certified by contacting the individual offices. Be sure to include the RMA number inside the package as well as on the outside.

### OPTION 2

Remove the battery and keep it to reinstall in your repaired unit. This option qualifies for advanced replacement: CTS will send your replacement unit at the same time you are shipping your unit without the battery back to us. Please request this option when you obtain the RMA number.

To remove the battery, follow the instructions below.

### LIST OF TOOLS

Nut driver ½"  
#2 Philips screwdriver

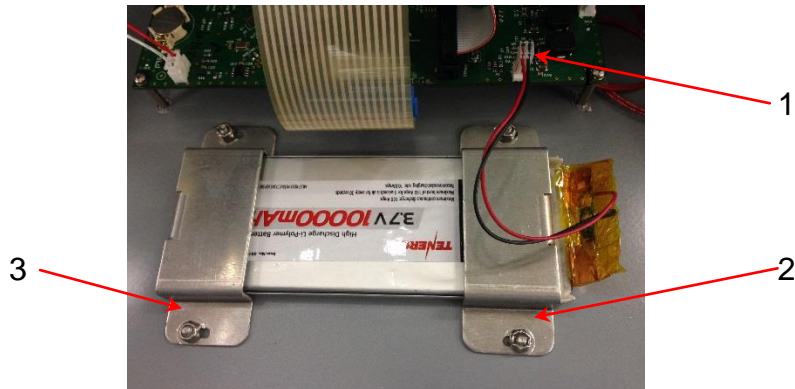
## BATTERY REMOVAL INSTRUCTIONS

1. Turn on the controller and enter any sport. Press MENU and select Hardware Options. Make a note of your settings for Scoreboard Options and Horn Options so that you can reset them later.
2. Remove (6) screws from cover using Philips screwdriver



Cover screws

3. Disconnect battery from board (1)



4. Remove one bracket (2) from battery using nut driver (may need to loosen second bracket) (3)
5. Slide battery out of remaining bracket
6. Secure bracket back in place
7. Replace cover. Unit is now ready to prepare for shipment. Package securely. Be sure to include the RMA number inside the package as well as on the outside. Do NOT put battery in box with unit.
8. Examine the battery, and keep the battery in a safe place to reinstall in your repaired unit if:
  - a. you have not been experiencing battery issues, and
  - b. there is a small circuit board wrapped in amber tape connected to the wires (as shown above), and
  - c. the battery is not puffy

