

MVMA – Meridian Valley Maintenance Association **Changing Batteries**

The gatehouse is now offering to replace the batteries in your remote(s) free of charge. Just drop your remote(s) off at the gatehouse and request this service. If you wish to buy and replace your own batteries, please follow the directions shown below.

Purchase two replacement batteries.
CL1616, CR1620 or DL1620 (Lithium, 3v) Cost about \$4.00 each.

Installing batteries can be a bit tricky to get them seated properly. It is easy to become confused as to which side of the battery should be up. Below are abbreviated directions for the replacement of the batteries.

1. Remove keys and key ring from remote so remote can be opened fully.
2. Remove the two Phillips head screws on the corner of the back plate of the remote. Do not let the remote come apart. After the screws have been removed, place the remote back down on a flat surface like a tabletop. The buttons should be up.
3. Carefully remove the top of the remote. Lift the end opposite the buttons. After you lift the top slightly, slide the remote top in the direction of the buttons while slightly twisting the top side to side. Once the top is off carefully remove the circuit board to expose the batteries.
4. Remove the batteries and replace them with new batteries. Be sure to replace both batteries. The batteries should be in position so that the positive (+) side is like the diagram show below. The other battery should be with the negative (-) up. There probably will be no marking on the negative side (pole) of the battery.
5. Replace the circuit board; make sure same side is up as when you removed it. Reposition the remote top. Note that the end by the buttons hooks both halves together. **Make sure nothing shifts out of position as you close the remote top.**
6. Hold the remote together with fingers and replace two screws.

