



# UltraLav™

MOBILE RESTROOM TRAILERS

## QUICK SET-UP GUIDE



***10 minute  
average  
set-up time!***

***Web: [www.ultralav.com](http://www.ultralav.com)***

***Toll-free: 877-301-3837***

# Pre-Trip Checklist

## PRE-TRIP CHECKLIST

Your Wells Cargo trailer has been manufactured and inspected in accordance with carefully specified engineering requirements. This assures you a safe and carefree towing experience. Before each and every trip it is important to establish a “pre-trip” routine of checking the following items:

<b>Hitch Ball — Proper Size/Capacity</b>	✓
<b>Hitch Pin — Inserted</b>	✓
<b>Safety Chains — Attached &amp; Crossed</b>	✓
<b>Trailer — Level</b>	✓
<b>Breakaway Battery — Properly Charged</b>	✓
<b>Breakaway Cable — Hooked to Tow Vehicle</b>	✓
<b>Brakes/Brake Controller — Operational</b>	✓
<b>12V Lighting — Check Turn Indicators, Brake Lights, and Running Lights</b>	✓
<b>Tire Pressure — Properly Inflated</b>	✓
<b>Tire Condition — Inspect for Excessive Wear or Damage</b>	✓
<b>Wheel Lugs — Torqued to Specifications</b>	✓
<b>Bearings — Lubricated</b>	✓
<b>Doors Closed &amp; Locked</b>	✓
<b>Stabilizer Jacks — Up Position</b>	✓
<b>Platform/Steps — Latched in “Up” Position and Secured with Bolt &amp; Nut</b>	✓
<b>Waste/Fresh Water Tanks <u>Empty</u></b> <i>(See the Water Hook-Up Section of the Operating Manual.)</i>	✓



### CAUTION

The fresh water and waste water holding tanks must be empty prior to transporting the trailer.



Please refer to your Wells Cargo Owner’s Manual for additional routine maintenance and information.

Setting up your Wells Cargo UltraLav mobile restroom trailer is simple and should take no longer than 30 minutes with some practice. Follow the step-by-step procedure outlined below:

- 1** Before parking your unit, inspect the site location carefully. Consider the traffic flow, the direction the doors should face, access to electricity and water, etc. The site should be flat with adequate drainage.
- 2** Position unit on site location and block wheels before unhooking trailer. Use a padlock (on Latch Lever) or other locking device to prevent theft.
- 3** Level unit — this is very important! Using the front jack ram, level the unit from front to back. Using the Scissor Jacks on each corner, level the unit from side to side. Use the bubble levels on each side of the unit as guides.



Bubble levels are located on all four sides of the unit to assist in proper leveling.



Scissor Jacks are located at each corner of the trailer. Using the crank handle provided, level unit from side to side.

# Step Assembly



Look for warning labels indicating pinch points.

## 4 Lower and assemble steps.



Required tools: Ratchet with 9/16" Socket and 9/16" Box Wrench.



Release rubber latch under step.



Unbolt step latch from trailer.



Carefully extend and lower step. Watch for pinch points.



# Step Assembly

## 4 Lower and assemble steps. (continued)



Place sand pad under step legs.



Unscrew cap from railing tube.



Insert railing tube, fasten with cap.



Fasten railing to trailer at bracket.



Repeat for other "U" shaped railing.



Secure railing by screwing in cap as shown.

# Step Assembly



## CAUTION

Be sure doors are kept closed until all railings are installed. If not, wind gust can catch doors and damage trailer.



Be sure to level all steps. See bubble level located on the side of each porch.



## CAUTION

The attached stairs and platforms have been specifically designed for the UltraLav mobile restroom trailer. Periodic inspections should be made of each staircase and platform. Check for cracks, weld failure, fastener elongation, or any other type of damage or unusual wear. If any of the above conditions are observed, the trailer should be taken out of service until repairs are made.

# Electrical Hook-Up

- 5 Connect to power source. The power service connector is located on the inside of the trailer's A-frame (see photo top of next page). Using a minimum 12 ga. extension cord, up to 100' long, connect to a 120 Volt GFI (Ground Fault Interrupter) outlet. Minimum 15 Amp power supply is required. If your unit is supplied with Water Heaters, two extension cords are required.





The electrical service connector is located on the inside A-frame (roadside).



### IMPORTANT NOTE

If after hooking up the power supply as described in Step **5**, your unit appears to not have power, double-check the Breaker box. You may have unknowingly tripped the Breaker. Reset Breaker.



Breaker box is located inside the utility closet on the electrical panel (left side).



# Water Hook-Up: City Fill

- 6** Water Hook-Up — City Hook-Up. All Wells Cargo UltraLav mobile restroom trailers have a City Fill water connection that is located on the roadside A-frame (see below left). Connect to a local water supply using a 3/4" drinking water safe hose — example: Aqua Flex. The City Fill shut-off valve (see below right) is located just inside the utility closet door — lower right side, across from the sump pump. It is recommended that this valve remain in the "open" position unless using the optional On-Board Fresh Water System.



The City Fill is located on the exterior A-frame (roadside).



After hook-up, turn City Fill shut-off valve to "open".

# Water Hook-Up: On-Board Fresh Water

- 7** Water Hook-Up — Optional On-Board Fresh Water System. This feature is very beneficial especially when a city water hook-up is not convenient or unavailable. Do not transport a full water tank over long distances. The On-Board Fresh Water System is located inside the utility closet. It features a 105 gallon fresh water tank with fill cap and water level gauge. An expansion tank is mounted above the fresh water tank and is filled intermittently by the demand pump. Be sure the demand pump is turned on during operation.



## IMPORTANT NOTE

If you have the optional on-board fresh water supply, do not transport a full tank over long distances. Fill tank at the nearest fresh water source prior to parking your unit.



# Water Hook-Up: On-Board Fresh Water

## 7 Water Hook-Up - Optional On-Board Fresh Water System. (con't)



Fill cap on top of tank.



Drain valve for fresh water system. Shown in "open" position.



It is recommended that the City Fill valve be in the "closed" position while using the On-Board Fresh Water System.



Water level indicator.



Demand pump power switch.



Expansion tank.

# Water Hook-Up: On-Board Fresh Water



## CAUTION

When filling the On-Board Fresh Water Tank be sure the drain valve is in the "closed" position



— OPEN —  
To Drain Tank



— CLOSED —  
To Fill Tank



## CAUTION

If your unit has the optional Water Heater(s), they will be located under the base cabinet inside each restroom module. During normal operation the drain valve should be in the "closed" position.



Turn hand wheel clockwise to "close" and counter-clockwise to "open".

- 8** Climate Control is provided via a roof mounted Air Conditioner. An optional Heat Strip is also available. The cooling and heating controls are located inside the utility closet and are mounted on the wall.



See supplement Owner's Manual for A/C unit.

## Service Preparation

- 9** Get your unit ready for service by filling and/or restocking the soap dispensers, paper towel dispensers, toilet paper holders, etc. Also, put a fresh trash liner inside each waste basket. All fixtures use standard sized supplies that are readily available and can be found at almost any grocery store, department store or janitorial supply.



### IMPORTANT NOTE

We recommend using some type of odor control chemicals inside your waste holding tank. This will assure a pleasant experience for your customers.

# LED Waste Tank Sensor

---

- 1 0** Throughout the day, periodically check the LED Waste Tank Sensor that monitors the fluid level inside the waste tank. The LED Waste Tank Sensor is located inside the utility closet. Press and release the button to view the current level. It will turn off automatically after 5 seconds.



Your LED Waste Tank Sensor is pre-calibrated at the factory. If re-calibration is ever needed, please refer to the tank sensor manufacturer's operating manual included in your UltraLav service binder.

---

Recapping steps for set-up:

- 1** Inspect site. A level and flat location is preferred.
- 2** Position unit, block tires and unhitch. Lock hitch for security.
- 3** Level unit using front jack ram & corner scissor jacks.
- 4** Lower and assemble steps and rails.
- 5** Connect to 120 Volt GFI power supply (*minimum 15 Amp*).
- 6** Connect to water supply — City Fill.
- 7** On-Board Fresh Water Holding Tank (*optional*).
- 8** Set climate controls.
- 9** Stock and refill supplies. Add chemicals.
- 1 0** Check Waste Tank Level using LED Sensor.