# Set up guide for Floor Clocks

# OWNERS MANUAL

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# TOOLS YOU WILL , NEED FOR SETTING UP YOUR CLOCK

- 1. Cotton Gloves of soft cloth (to use when handling brass parts of your clock.
- 2. A Helper (for safety's sake.

# UNPACKING THE CARTON

- The weights for your clock are packed at the base of the clock. Be careful when removing and handling the weights, as they are extremely heavy.
- 2. The Pendulum is packed in a separate carton and located on the side of the clock
- 3. The Tubes (if you order your clock with the tubular bell movement) they are packed in a separate carton and will be located behind the clock.
- 4. The Final(hood ornament ), if your clock has one, is packed in a box located on top of the clock.
- 5. The Winding Crank (on cable driven clocks only) is in the box on top of the clock.
- 6. The Door Key will be taped to the front of the clock.

CHECK THE PACKING CAREFULLY BEFORE DISCARDING SO YOU WON'T ACCIDENTLY THROW AWAY ANY OF THE PARTS OF YOUR CLOCK. SET THESE PARTS ASIDE AND USE AS INSTRUCTED IN THE FOLLOWING SET UP PROCEDURE.

# CHOOSING A LOCATION FOR YOUR CLOCK

When choosing a location for your clock there are several situations or conditions you should consider:

- 1. Avoid placing the cabinet in direct sunlight. The portion of the cabinet that receives the most exposure may lighten or otherwise distort the finish.
- 2. Avoid placing the clock directly in front of or below a heating or air conditioning vent. Since there is a certain amount of dust as well as hot or cold air blown through the vents, you will find that your clock needs to be cleaned and lubricated more frequently in order to operate correctly.
- 3. The volume of the chimes will be affected by the size and furnishings in a room. A clock placed in an uncarpeted foyer for instance would be much louder than the same clock placed in room with plush carpet and heavy drapes.
- 4. When possible, avoid heavy traffic areas, especially if small children are in the home. This will prevent possible injury to the child or damage to the clock.

# UNPACKING THE CLOCK

For safety's sake, (yours and your clock's) 2 people are suggested to handle set up.

- 1. After removing the clock from the carton, set it near it's permanent location.
- 2. Tilt the clock to make sure the four glide levellers located on each comer of the base move freely. You will adjust the glides when you move the clock to its permanent position.

CAUTION. YOUR CLOCK IS EXTREMELY HEAVY AND CARE SHOULD BE TAKEN WHEN TILTING.

# UNPACKING THE MOVEMENT AND THE CHIMES

There are 3 different types of packing methods used. Select the instruction that matches your clock.

- 1. Tubular Bell Movement:
- A) Unhook the rubber band holding the Pendulum leader.
- B) Remove wood hammer retainer bar.
- C) Unscrew red screw (left side of clock) This is only used to secure the movement during shipping.
- 2. Chime Rod Movement:
- A) Remove the masking tape from the Chime Hammers.
- B) Unhook the rubber band holding the Pendulum leader.
- C) The Cardboard packing for the chime rods should be slid down the chime rode and removed.
- D) Remove rubber bands securing the 3 cable pulleys, or chain to the door hinge.

#### SET CLOCK IN PERMANENT LOCATION

Move the clock to it's permanent location and level the clock (using the glide levellers on the base). You may use a spirit (bubble) level to make this adjustment but it is not necessary. You should make sure the clock is resting firmly on all four levellers and is "sight" level, as viewed from the front and side. If your clock is placed on plush carpet you may need to re-level the clock after it 'settles".



# PUTTING THE CLOCK INTO OPERATION

Tube the Hanging the Chime Tubes (on Tubular Bell movement)

- A) Unwrap the chime tubes as you hang them onto the chime rack (fig.4) REMEMBER TO USE GLOVES!
- B) Begin with the longest tube, you will hang it on the chime rack on the extreme left as you stand facing the clock. Working with one tube at a time, put the tube into the clock cabinet through the front door, then reach through the door located on the side of the clock to lift and hang the tube on the rack as shown in Fig.4. Alternatively you may remove the upper back of the clock case, and place the tubes in from rear.

#### ADJUST THE CHIME HAMMERS ON THE TUBULAR BELL MOVEMENT.



Corda

Figure 4

Pan

Tube Rack

Tubular Bell Movement Figure 5 Each Hammer should rest approximately 1/8 inch from the chime tube. This distance can be changed by turning the adjusting screw as shown in figure 5.

# ADJUSTING THE CHIME HAMMERS ON THE CHIME ROD MOVEMENT.

Each hammer should rest approximately 1/8 inch from chime rod. Check to make sure each hammer hits the chime rod squarely, if it does not, bend the stem of the hammer gently until it is in the correct position. (See Figure 6)



Page 5 UNPACKING THE PENDULUM



LYRE PFNDULUMS are packed in a separate box and will be located on the side of the clock cabinet. Be careful when opening the carton so that you won't damage the pendulum. Remove the protective film from the pendulum bob before banging it on the pendulum leader.

Remember your gloves! (Some lyre pendulums do not have film).

# HANGING THE PENDULUM

(Figure 8A)



Be careful when hanging the pendulum on the leader. There is a small suspension spring located above the pendulum leader that could break if handled roughly. The pendulum should hang straight and on centre when not in motion. If it does not, re - check to see if the cabinet is level. Also, check to be sure pendulum shaft is not twisted.

USE GLOVES OR CLOTH WHEN HANDLING BRASS PARTS

# CABLE DRIVEN MOVEMENTS



Hang the 3 weight shells and weight fillings by placing the hook on the weight on the pulley. Always hang the heaviest weight on the right pulley facing the back

# CHAIN DRWEN MOVEMENTS



Hang the 3 weight shells and weight fillings by placing the hook on the weight on the pulley. Always hang the heaviest weight on the right pulley (facing the back).

# ATTACH DECRATIVE FINAL



If your clock has this as part of the design. There are two methods of attaching the final. Select the instruction using the diagrams as your guide to identify your clock. 1) Dowel pin design. (Figure I IA) there will be a pre-drilled hole on the crown of your clock which will match the size and depth of the dowel pin on the finial. Simply insert the dowel on the finial from side as you press down will make it easier to install. YOUR CLOCK IS NOW SET UP AAD READY TO BE PUT INTO OPERATION.

# START PENDULUM SWING

- A) Reaching in through the front door of the clock, place your hand on the side of the pendulum disc. See figure 12A. (You may move the disc to the right or the left)
- B) Move the pendulum to the left or rights of centre approximately 4 inches and release. Let the clock run a few minutes until pendulum settles into even swinging motion.
- C) Listen closely to the "Tick Tock" sound as the pendulum swings. On shelf adjusting beat. (FIGURE 12A) movements you will hear a sound more like "Tick - Tick, Tock - Tock" this is normal for this type of movement.
- D) As you listen to the "Tick Tock" sound, watch (FIGURE 12B) the motion of the pendulum. It should swing the same distance from the centre to "Tick" as it does in the opposite direction to "Tock". (See figure 12B
- E) If "Tick Tock" is uneven the pendulum will stop in a few minutes. If the pendulum is swinging too far to sound "Tick", you will need to adjust the crutch in the opposite direction. To do this, place your forefinger on the crutch as shown in fig. 12C and gently push. The crutch is on the friction setting so you will feel a slight resistance as you push. (If the pendulum is swinging too far to the left, you would place your finger on the left side of the crutch and if swinging too far to the right, place your finger on the right side of the crutch ).

You may have to make this adjustment several times before the beat is regulated. When making this adjustment so not over swing the pendulum. A gentle nudge in either direction is all the motion that is needed.



NOTE: ALL CABLE DRIVEN MOVEMENTS ARE SELF-ADJUSTING AS WELL AS MOST CHAIN DRIVEN MOVEMENTS. INSTRUCTION 12D IS ONLY TO BE USED AFTER INSTRUCTION 12A, B, AND C HAVE FAILED.

#### SETTING THE TIME

- A) Put clock in silent position.
- B) Set the clock to the correct time by moving the minute (longest) hand clockwise or counter - clockwise whichever is more convenient. Move the hand slowly and evenly. Avoid touching the hour shortest) hand and accidentally moving it as you set the time.
- C) Reset chimes to desired selection.

ALLOW THE CLOCK TO OPERATE, FOR AT LEAST 1 TO 2 HOURS BEFORE MAKING ANY ADDITIONAL ADJUSTMENTS TO THE TIME. If, at the end of 2 hours, the clock strikes the incorrect number of times on the hour, see the adjustment for synchronisation.

#### SETTING THE MOVING MOON

The moon dial corresponds with the lunar month and not the calendar month. As long as the clock operates continuously, the moon dial will follow the moon through its phases automatically. If the clock stops you will need to reset the moon dial.

CAUTION: IF YOU ATTEMPT TO SET THE MOON AND IT DOES NOT MOVE EASILY, WAIT! THE MOON IS IN THE PROCESS OF MAKING A CHANGE. IT USUALLY TAKES ABOUT 6 - 8 HOURS FOR THE CHANGE TO BE COMPLETED.YOU WILL NEED TO WAIT A FEW HOURS AND ATTEMPT TO SET THE MOON AGAIN.

# MOVING MOON DISC (Figure 13A)



- A) Using a soft cloth or gloves, touch the recessed portion of the dial and with Lunar gentle pressure, rotate the moon disc to the right (clockwise ) until the centre of the phases of the of the moon face is below the 15 on the dial. (See Figure 13A).
- B) Consult an almanac or calendar for the date of the last full moon.

Using a soft cloth or gloves, again rotate the moon disc to the right (clockwise). As you rotate the disc you will hear a clicking sound. One click represents a 24-hour day of the lunar month. Example if moon is six days past the full moon you would move the disc 6 clicks.



- D. If you move the disc too far or the clock stops for any reason, simply start over with instruction number A.
- E. If you have difficulty turning the moon disc: Remove the side grill from cabinet on the left side as you stand facing your clock. As you look at the back of the dial, Click Spring you will be able to identify the click spring on the back of the dial as shown in Figure 13B. Make sure the click spring is positioned correctly on the moon dial teeth. If out of position, simply lift the click spring away from the dial teeth and release.

#### THE STORY OF THE MOVINING MOON DIAL

One of the most frequently asked questions of new clock owners is 'What is the purpose of the moon dial and what do the picture or symbols stand for"? The question itself tells us just how far our world has advanced.

Today it is difficult for us to realise just how important the everchanging phases of the moon were in times gone by. In the late 17th century, the moon dial was added to most long case clocks so people could plan ahead for when the moon was full and travel at night was not so hazardous. Clock masters endeavoured to simulate and approximate the appearance of the moon in the heavens, on the face of clocks.

The arched dial was first used in clocks in the beginning of the 18th century and presented a real challenge to the makers of fine clocks. In approximately 1720, moving figures which moved back and forth with the swing of the pendulum. They used prancing deer, rocking ships, and Father Time with his scythe. At the time there was no practical value of this feature on the clock; it was simply a pleasing way of showing motion and life. After motion had been added in the arch above the dial, the next step was to reproduce the progress of the moon from phase to phase. The proverbial Man in the Moon "Man in the Moon" was used on most dials with a landscape and/or seascape on the other half of the circle - symbols of sea - the rocking ship, and of land - the deer.



In our very modern world today, the moving moon section of the dial is more decorative than useful but it is still a very sought after feature when purchasing a floor clock. While the moon itself has remained a vital part of the dial, we now see other 'signs of our time" depicted.

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Many beliefs concerning the moon and its effects have been recorded. We have listed a few of them for you:

Sweep the house in the dark of the moon and you will have neither moths nor spiders. Trees planted at Full Moon will bear fruit. Plant peas and potatoes in the increase of the moon. The meat of animals slaughtered in the increase of the moon will not shrink in the cooking or during curing. The number of snows during winter is indicated by the number of days from the first snow in the fall to the following full moon. Shingle the roof in the decrease of the moon (between Full Moon and the next New Moon) so the shingles are put on when the horns of the moon are turned down and they will warp and rise up. The same hold true for boardwalks.

#### WINDING THE CLOCK

The weights are the driving power that makes your clock operate. In order for your clock to run continuously, you will need to wind (raise the weights) regularly. Although there is usually enough cable or chain on the clock movement to allow the weight to fall for eight days (this is where the term "eight day clock" originates) the length of time can be altered by design of the cabinet or the type of movement installed in the cabinet.

We use two different types of movements - Cable and Chain. Please select the instruction that matches your clock.

**NOTE:** On some movements, the two outside weights do not fall when the clock is on the silent or night shut off position. Even with the clock set in the chime position the weight do not fall evenly. One or more weights may be slightly higher or lower and the clock still operate correctly.



**CHAIN**(Figure 15)

- 1. Grasp the free end of the chain with one hand while holding the chain above the weight with the other hand. As you pull down, at the same time, lift slightly on tile other chain. But don't allow the chain to go stack.
- 2. Pull straight down on the free end of the chain.

CAUTION: You will he tempted to pull the chain towards you rather than straight down. Avoid doing this, since this will cause the links in the chain to open and eventually break.

 Use a slow even motion when raising the weight. Do not jerk the chain or release, as weight could suddenly break the chain.

4. If you plan to be away from home for more than a few days, stop the pendulum from swinging until you return. The clock will need to be restarted on your return

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#### CABLE:

The winding crank is packed in the box on top of the clock.

1. Insert the winding crank into each arbour located on the face(see Figure 19) of your clock and wind with a SLOW EVEN MOTION until the top of each weight is even with the top of the door opening.

Note: - All movements will crank clockwise

- 2. As you are winding the clock, do riot touch or lift the weight as this will cause improper tension of the cable and result in the cable over - lapping on the cable drum, stopping the clock.
- 3. If your plan to be away from home for more than a few days, repeat step No. 4 on this page.
- 4. Select a safe place to store the winding crank.

PERIODICALLY (Once a year is enough) YOU SHOULD CHECK THE WEIGHT ON YOUR CLOCK TO MAKE SURE THE HOOK ON THE TOP AND THE NUT ON THE BOTTOM ARE TIGHT AND SECURE. AFTER TIFE CLOCK HAS BEEN IN OPERATION FOR A WHILE THE SCREWS HOLDING THE WEIGHTS TOGETHER HAVE A TENANCY TO LOOSEN.

To check tightness on Chain Movements: Remove one weight at a time and lay it on a flat surface. Hold the nut on the bottom of the weight stationary with in hand and turn the hook on the Lop clockwise to tighten. Be careful when handling the weights since they are extremely heavy.

Remember! Wear your gloves or use a cloth since the weight casings are brass.

To check tightness on Cable Movements: DO NOT REMOVE THE WEIGHT FROM THE CLOCK, RELEASING THE TENSION OF THE CABLE, AS THIS WILL CAUSE THE CABLE TO OVERLAP ON THE CABLE DRUM. Simply hold the hook on the TOP of the weight stationary (Be careful not to raise the weight when doing this) with one hand and with the other grasp the weight and turn clockwise ( to right)

#### REGULATION FOR MAKING YOUR-CLOCK RUN FASTER OR SLOWER

The distance the pendulum disc hangs from the clock movement determines how fast or how slow your clock will run. This distance can be shortened or lengthened by turning the nut, which is located below the pendulum disc. Rods to make your clock run faster turn the nut to the right. To make your clock run slower, turn the nut to the left. When making this adjustment to your clock, hold the pendulum Harp steady with one hand while turning the adjusting nut with the other and making the adjustment in this way, will prevent the pendulum from twisting and possibly damaging the suspension spring which is located at the top of the Pendulum Disc pendulum. ( See Figure 16A)

# ON LYRE PENDULUMS ONLY:

When making the adjustment for speed if the pendulum disc does not move freely: Remove the pendulum from the clock and check to make sure the rods are inserted through the rod guides properly. (See Figure 16B).

REGULATION OF THE TIME IS YOUR RESPONSIBILITY AND NOT THE RESPONSIBILITY OF YOUR SERVICEMAN OR YOUR DEALER.

To speed up the clock, turn adjustment nut to the right. To slow down the clock, turn the adjustment nut to the left.

Remember: One complete revolution of the adjustment nut approximately 1/2 minute per 24 hours. (See Figure 16A

If the disc does not move when the adjustment nut is turned, remove the pendulum from the clock.



ON LYRE PENDULUN check the back of the pendulum. Each of the rods which make up the shaft of the pendulum should fit into a guide on the back of the harp. If one or more is out of the guide you will need to replace the rod in the guide before the disc can be lowered or raised. Re-hang on the clock. See Figure 16B

# REGULATING YOUR CLOCK

Phone Number for Time in your town: \_

#### First Day

- 1. Select a time
- 2. Call TIME
- 3. Reset the minute hand to exact, correct time.

# Second day at Same Time

- 1. Call TIME
- 2. Compare time shown on the clock with correct time. Is the clock fast or slow?
- 3. Turn the adjustment nut on the bottom of the pendulum Two complete revolutions for each minute fast or slow.
- 4. Call TIME again.
- 5. Reset the minute hand to the exact, correct time.

#### Third day at Same Time

- 1. Repeat second day instructions.
- 2. Repeat for 2, 3 or 4 days until it is right.

If clock is still not correct, check to make sure the pendulum disc (brass round section is actually moving when you turn the adjustment nut. To make this check, mark the pendulum stick right above the edge to the disc. Turn the adjustment nut and watch to see if the disc moves.



#### SUSPENSION-SPRING PLACEMENT



To replace the spring:

- 1. Stop and remove the pendulum. Put it in a safe place until you rehang it on the clock.
- 2. Remove retainer screw "A' as shown in figure 17.
- 3. The suspension spring "B" together with the pendulum leader "C' are now free and will slip down and out of post "E'.
- 4. Disengage and remove the suspension spring.
- 5. Hang the leader "C" onto the base of the new suspension spring "E".
- 6. Insert the top of the new suspension spring into the slot in post "E" and replace retainer screw
- 7. Check to make sure the new spring is secure but at the same time, free enough to be moved back and forth.
- 8. Re-hang the pendulum. Start pendulum swing

# SYNCHRONIZATION

If the hour strike and the time does not correspond, you will need to make this adjustment. Example. The clock shows 4:00 and strikes a different number of times. Follow these instructions for correcting.

- 1. DO NOT SILENCE THE CHIMES WHILE MAKING THIS ADJUSTMENT.
- 2. Move the hour hand (shortest) clockwise or counter clockwise, whichever is more convenient, slowly to the hour that it actually struck. Example: If the clock struck only three times, move the hour hand slowly until it points directly to the 3. You will notice that the hour hand turns independently of the minute hand.
- 3. Then turn the minute hand (longest) clockwise, or counter clockwise, whichever is more convenient, slowly until the proper time setting is reached. Be careful not to catch the hour hand as you take the minute hand around.

 The chime and strike will now adjust themselves to the proper sequence. It takes approximately 1-2 hours for the movement to re - adjust itself.

Your clock was synchronized for the correct strike prior to being packaged for shipment. You will not need to make this adjustment unless the hour hand is accidentally moved while setting the time.

**REMEMBER:** This is not the adjustment for the time (fast/slow) regulation. This adjustment is needed only if your clock strikes the incorrect number of times on the hour, and is off even hour(s).



# MINUTE HAND ADJUSTMENT

This adjustment is used if your clock does not begin the chime exactly on the hour, usually I to 2 minutes before or after.

- 1. Stop the pendulum. NOTE THE POSITION OF THE MINUTE HAND.
- 2. Remove the small nut holding the hands on the hand shaft. Be careful in doing this as you do not want to scar the finish on the hands or the nut.
- Grasp the base of the minute hand with your fingertips and pull toward you.(the hour hand will remain on the shaft ).
- 4. Looking at the back of the minute hand you will see a bushing or collar which can be grasped with pliers. With the back of the hand facing you, you will turn the hand counter - clockwise to correct if off before the hour. You will turn the hand clockwise if off after the hour. Holding the bushing firmly with the pliers, turn the minute hand slightly.
- 5. Replace the hand on the shaft in the same position you removed it in step 1. Replace the hand nut. Start pendulum.
- 6. Reset time

If clock does not begin to chime exactly on the hour, start over with step 1.

# CHIME SELECTION

Your clock has beautiful chimes which can be turned off at night if you are a light sleeper. All cable wound movement come with an automatic night shut off. Some models play only the Westminster Chime, while other will give you a selection of three different melodies. A glance at the dial of your clock will tell you which chimes can be heard on your clock. If the dial simply states 'Chime - Silent', your clock has only the Westminster Chime. If your clock has a triple chime movement you will see on the dial where the lever should be moved to hear each of them. All clocks have the Big Ben Gong which will toll the hour. AS YOU MOVE THE SELECTOR LEVER FROM ONE CHUQE TO ANOTHER OR FROM CHME TO SILENT YOU WILL BE ABLE TO FEEL THE LEVER FALL INTO THE NEXT POSMON. MAKE SURE THE LEVER IS RESTING IN A POSINON AND NOT BETWEEN TWO.

The Chime selection lever should not be moved while the clock is chiming or striking. When your want to change melodies, move the lever to the selected chime after the chime has completed on the quarter hour, half, three quarter or hour.

Five minutes before each quarter, the movement adjusts itself to chime on the quarter. In clock - master's terminology you would say the clock 'warns" five minutes before chime. If you listen closely, you will be able to hear the sound your clock makes at that time). If you change the melody after the movement makes this adjustment (or warns), you may damage the movement or cause it to not chime at all.



The Chimes may be turned on at any time.

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# ANSWERS TO YOUR QUESTIONS ABOUT THE CHIMES

<u>Can the chimes be made softer?</u> Yes, but we do not recommend it. Once you become accustomed to hearing the chimes, the only time you will notice them is when your clock fails to chime.

#### Suggestions to soften the chimes:

- 1. Place the clock in carpeted area rather than on tile or hardwood floor.
- 2. Make sure there is a small space between the back of the clock and the wall. Placing the clock flat against the wall will cause the wall to act as a sounding board and make the chimes louder.
- 3. The proper adjustment for the chime hammer is 1/8" from the chime rods when not in motion. If you adjust them a little further away from the rods this will soften the chimes slightly.

<u>Can the chimes-be made louder?</u> Yes, but not to any great degree. There isn't a volume control on the clock meant to turn the chimes up or down.

Suggestions to increase the volume:

- 1. Reverse suggestion 1 and 2 for softening the chimes.
- 2. Make sure the chime hammers are adjustable to approximately 1/8" from the chime rods when not in motion. The size of the room makes a difference in the volume of the chimes. A clock placed in a hall or foyer will sound much louder than the same clock placed in a larger room with carpet and drapes.

# A WORD ABOUT THE CHIMES

Your clock was primarily made to tell time. It was not intended or constructed to be a musical instrument with the perfection one would expect from such. Chime tone will vary from clock to clock according to the sounding board wood and how much moister the wood absorbs or loses from changes in the weather. Chime rods are mass-produced and do not "go out of tune". Chimes are tuned in sets and have no definite pitch or key. The hour chord requires only that it be different enough from the other chords to tell when the hour if being struck. Chime speed is set and cannot be changed, however, speed will slow down as the movement becomes dirty. Cleaning will restore the chime speed.

# HISTORY OF THE CHIMES

#### Westminster Chimes

The world's most famous chimes are Westminster. Nearly everyone associates the Westminster chimes with the Victoria Clock Tower of the house of Parliament in London. Originally, however, they were fitted to the clock of the University Church, St. Mary's the Great, in Cambridge, England. The words to this beautiful chime come from Handel's symphony, "I know that My Redeemer Liveth" and could be our daily prayer: "Lord through this Be Thou our guide So, by Thy power No foot shall slide".



# Whittington Chimes

The famous Whittington Chime is derived from the Church of St. Mary's le Bow, in Cheap side, London. The legend that Dick Whittington, running away from ill treatment as a house waif, seemed to hear the chimes say, "Turn again Whittington Lord Mayor of London Town". Dick turned back to eventually serve three terms as London's Lord Mayor.



# St. Michael Chimes

Perhaps the St. Michael Chimes have more significance to the United States since their history is really a part of their heritage. The bells were cast in London and installed in St. Michael's Church in Charleston, South Carolina in 1764. When the British took over the City during the Revolutionary War, they took the bells back to England. A Charleston merchant bought them in England and shipped them home to America. In 1823, cracks were found in some of the bells, and they were returned to London to recast. In 1862, during the siege of Charleston, the bells were moved to Columbia for safekeeping but Sherman's army set fire to that area. Only fragments of the bells were found to be returned to London once more, where the original moulds still stood. In February 1867, the bells were again installed in St. Michael Steeple and on March 21st joyously rang our, "Home again, Home again from a foreign Land".



# Winchester Chimes

The Norman conquerors of England did not like the fantastic cathedral chimes of the Saxons, so Bishop Walkilin, a kinsman of William the Conqueror, demolished and rebuilt the Winchester Chimes in 1093. The cathedral's central tower, which contained the chimes, fell in 1107 but soon rebuilt. This evidence forms a substantial part of the present Cathedral, located in Hampshire, England. The lyric of the Winchester Chime is:

"O Art Divine, exalted blessing! Each celestial charm expressing! Proudest gift the gods bestow Sweetest chimes that mortals know".



#### MOVING YOUR CLOCK TO A NEW LOCATION WITHIIN YOUR HOME

Moving your clock is not recommended and should only be done when absolutely necessary. If you decide to move your clock, following these instructions will prevent problems from occurring.

REMEMBER TO USE A SOFT CLOTH OR GLOVES WHEN HANDLING THE WEIGHTS, PENDULUM AND TUBES OF YOUR CLOCK.

- 1. Stop the pendulum from swinging.
- 2. Remove the weights and put them in a safe place.
- 3. Remove the tubes (on tubular bell movement ) and put them in a safe place.
- 4. Keeping the clock in an upright position at all times, move it to the new location. Re adjust levelling feet if needed.
- 5. Rehang tubes, pendulum and weights. After weights are hung in position, wind your clock and set time.

DO NOT WIND WITHOUT WEIGHTS BEING HUNG. THIS WILL CAUSE THE CHAIN TO COME OFF THE SPROCKET (on chain driven movements), AND CAUSE CABLES TO OVERLAP (on

cable driven movements).

#### MOVING YOUR CLOCK TO A NEW LOCATION

In preparing your clock for a major move it would be advisable to ask one of your local authorized clock - masters to help you to pack the clock. If this is not possible, we suggest that you refer to the procedure for setting up your clock, and simply reverse this procedure.

# HOW TO CARE FOR THE CABINET

Your clock will require very little attention. There are a few things you should do, however, to keep the cabinet beautiful.

- 1. Check periodically to see if your clock rests firmly on all four levellers. This is especially important the first few months if the clock is on carpet, it could be thrown out of balance.
- 2. Wax or polish your clock occasionally with a non-silicone liquid oil-paste. In between times, dust the cabinet with a dry, lint free cloth or a cloth dampened with warm water.

#### HOW TO CARE FOR THE MOVEMENT

- Do not put any type of cleaner, polish, water, ect. On the brass parts of your clock. If you insist, they must be cleaned do so with a lint free dry cloth.
- Ask your local clock master about future service on the movement. Since the mechanical parts of your clock can be affected by humidity, heat and cold, the time to lubricate or clean it would vary from one location to another.

DO NOT ATTEMPT TO CLEAN OR LUBRICATE THE MOUVEMENT UNLESS YOU ARE A QUALIFIED CLOCK MASTER. DO NOT USE A SPRAY LUBRICANT ON THE MOVEMENT OR THE OIL "GRANDMA USED ON HER SEWING MACHINE"