

# AgilePlans® by KVH

## TracNet™ H60 Antenna and Ancillary Equipment Reshipping Instructions



The following instructions explain how to prepare a TracNet H60 antenna system, including the antenna, BDU, and any accessories (i.e., the Thales® VesseLINK™ 200/700 system) for shipping.

### Getting Help

If you need assistance, please contact KVH's Agile Orders Group at [agileplansorders@kvh.com](mailto:agileplansorders@kvh.com).

#### IMPORTANT!

These instructions assume the equipment has been removed from the vessel and that you have access to the original packaging. **If all essential components are not returned, or if the equipment is damaged and/or does not function normally, you will be billed for the cost of replacement or repairs.**

### Packing Steps

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### Tools Required

This procedure requires the following tools:

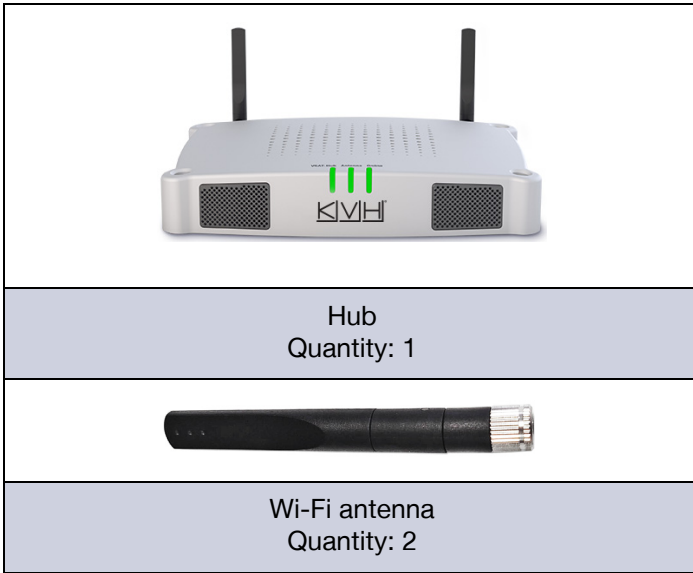
- The original packing material you received with the equipment
- Phillips screwdrivers
- T25 Torx screwdriver
- 1/2" open-end wrench
- 3/4" socket/ratchet or wrench
- 3/4" socket/torque ratchet capable of settings between 25 and 30 ft-lbs (34 and 41 N-m) of torque
- Loctite C5-A anti-seize lubricant (or equivalent)

Figure 1: H60 Antenna System



## Pack the Hub (if applicable)

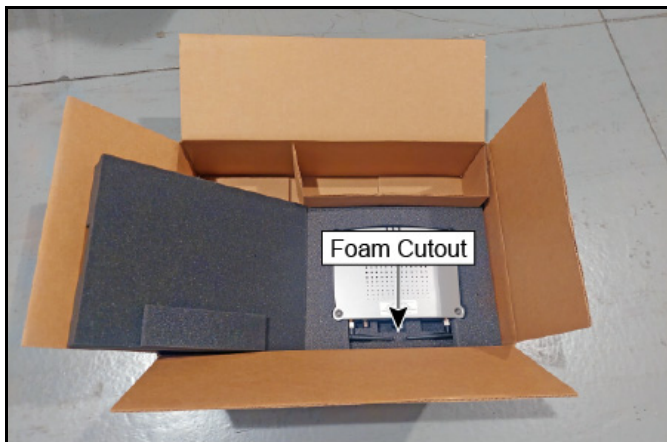
You **must** return the following components:



Follow these instructions to prepare the Hub for shipping.

1. Place the Hub in the protective foam cutout in the Hub box.

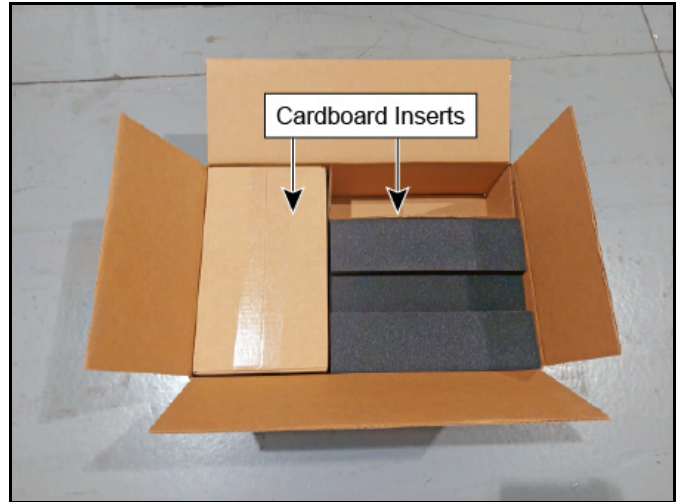
Figure 2: Hub in Foam Cutout



2. Cover the Hub with the layer of protective foam.

3. Place cardboard inserts around the Hub to prevent damage in transit.

Figure 3: Hub Box with Cardboard Inserts

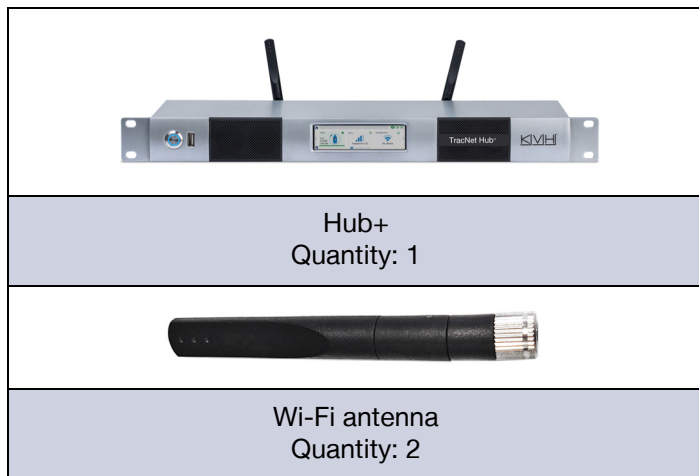


4. Set aside any accessories to be packed at a later time.
5. Close and seal the Hub box.

The Hub is now ready to pack with the antenna as described in [“Pack the Antenna” on page 4](#).

## Pack the Hub+ (if applicable)

You **must** return the following components:



Follow the steps below to prepare the Hub+ for shipping.

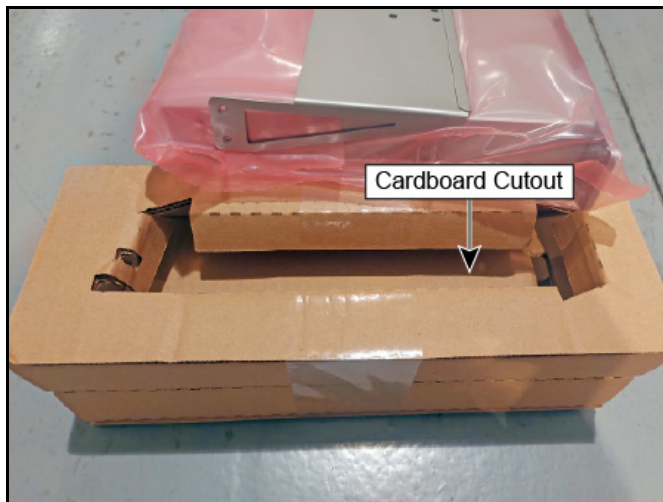
1. Remove the Wi-Fi antennas from the Hub+.
2. Cover the Hub+ with an ESD bag.
3. Place the strain relief bracket over the top of the Hub+.

Figure 4: Hub+ with Bracket



4. Line up the Hub+ with the inserts in the cardboard cutouts.

Figure 5: Hub+ Cardboard Cutout



5. Place the Hub+ in the center of the Hub+ box.

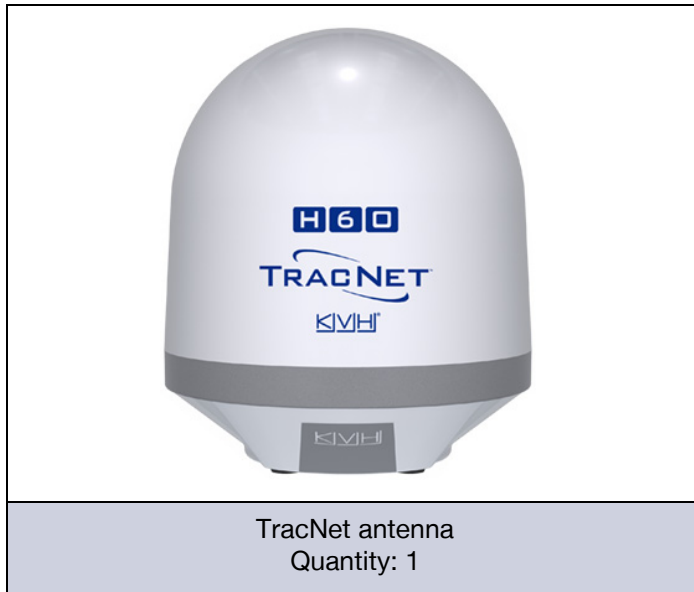
Figure 6: Hub+ in Box



6. Place the Wi-Fi antennas in a sealed ziplock bag and place the bag on top of the Hub+.
7. Set aside any other accessories to be packed at a later time.
8. Close and seal the box.
9. The Hub+ is now ready to pack with the antenna as described in ["Pack the Antenna" on page 4.](#)

## Pack the Antenna

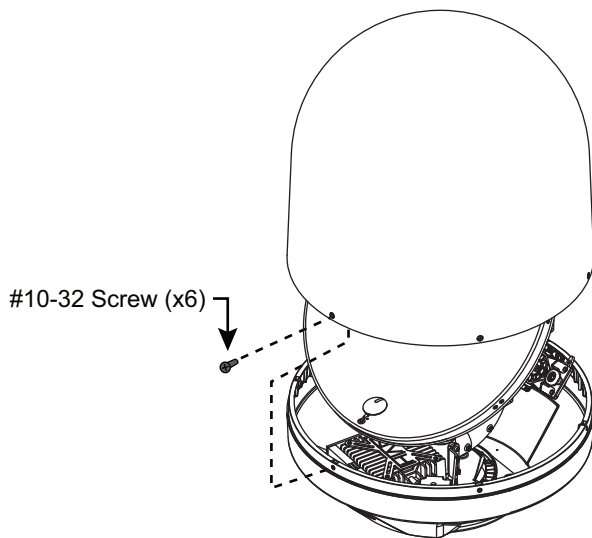
You **must** return the following components:



Follow these instructions to prepare the antenna for shipping.

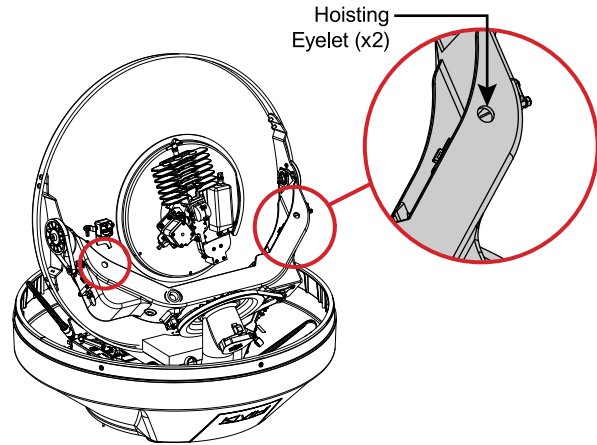
1. Remove the six #10-32 screws securing the radome to the baseplate. Carefully lift the radome straight up until clear of the antenna assembly and set it aside in a safe place.

Figure 7: Radome Screws



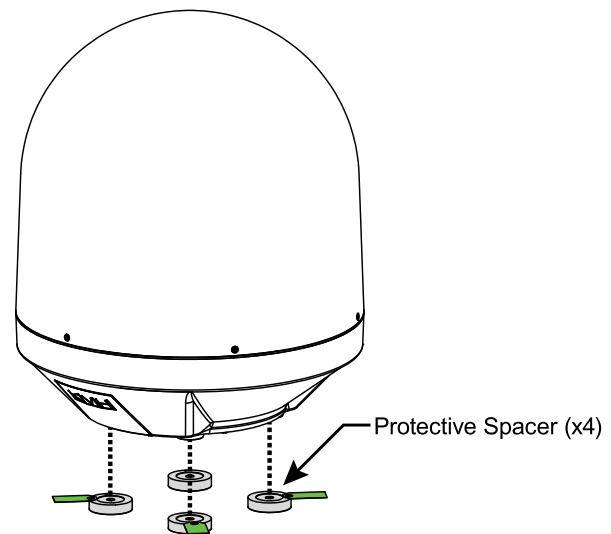
*NOTE: The two hoisting eyelets on the antenna frame may be used to lift the antenna, if necessary. Make sure they are undamaged and free of cracks before using them.*

Figure 8: Antenna Hoisting Eyelets



2. Attach the four protective spacers over the rubber feet on the antenna's baseplate.

Figure 9: Spacers on Baseplate Rubber Feet



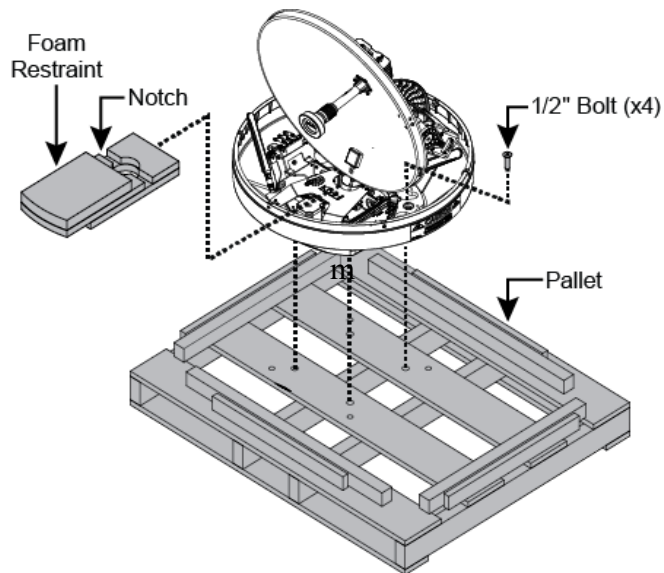
3. If the antenna was packaged before antenna serial number 230400001, proceed to [“Older Packaging Style” on page 5](#) for antenna reshipping instructions using the older packaging style.

If the antenna was packaged after antenna serial number 230400001, skip to [“Current Packaging Style” on page 7](#) for antenna reshipping instructions using the current packaging style.

## Older Packaging Style

1. Position the antenna over the holes drilled in the shipping pallet. Then carefully lower the antenna onto the pallet and ensure the mounting holes are aligned, if applicable.

Figure 10: Foam Shipping Restraint and Pallet Bolts



### IMPORTANT!

You will need to rotate the antenna assembly slowly by hand to see all four mounting holes. You will also need to fully install the first pair of mounting bolts prior to rotating the antenna assembly to install the second pair of bolts.

2. At each of the four antenna mounting holes, place a 1/2" flat washer on a 1/2"-13 bolt (*apply anti-seize lubricant to the threads*). Insert the bolt into the hole from above and a 1/2" T-nut from below.



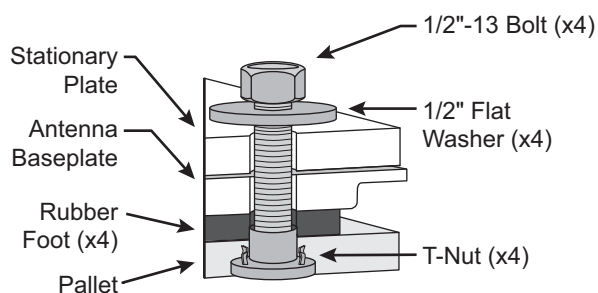
### CAUTION

Observe the safe handling instructions in the safety data sheet (SDS) provided with the anti-seize lubricant.

### IMPORTANT!

Make sure the bolt is long enough to fully engage the threads of the T-nut but does not protrude through the bottom of the T-nut.

Figure 11: Mounting Bolts (Side View)



3. Carefully wedge the foam shipping restraint underneath the reflector to ensure the reflector is secure during transit. The reflector should rest within the shipping restraint's notch.
4. Reinstall the radome onto the antenna. Secure it in place with the six #10-32 screws you removed earlier (see [Figure 7 on page 4](#)).

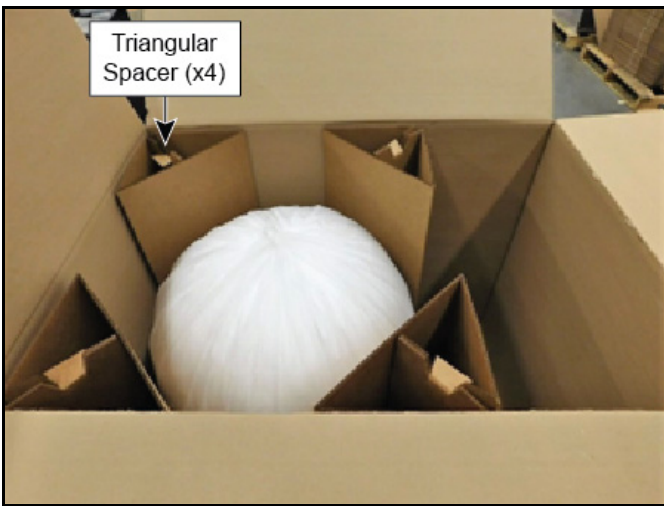
5. Cover the antenna with a radome bag.

Figure 12: Antenna in Radome Bag



6. Place the shipping box over the shipping pallet.
7. Place four triangular spacers around the antenna.

Figure 13: Triangular Spacers Around Antenna



8. Place any accessories in the accessories box.
9. Close and seal the accessories box.

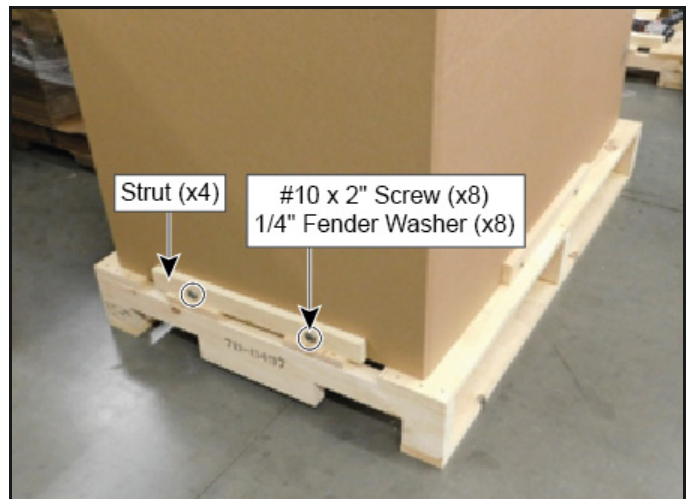
10. Insert the BDU and accessories boxes in the shipping box.

Figure 14: BDU and Accessories Boxes in Shipping Box



11. Close and seal the antenna shipping box. Secure the shipping box to the four struts on the pallet with eight 1/4" fender washers and eight #10 x 2" long drywall screws.

Figure 15: Struts Securing Shipping Box to Pallet



12. On the outside of the shipping box, clearly write the RMA number.

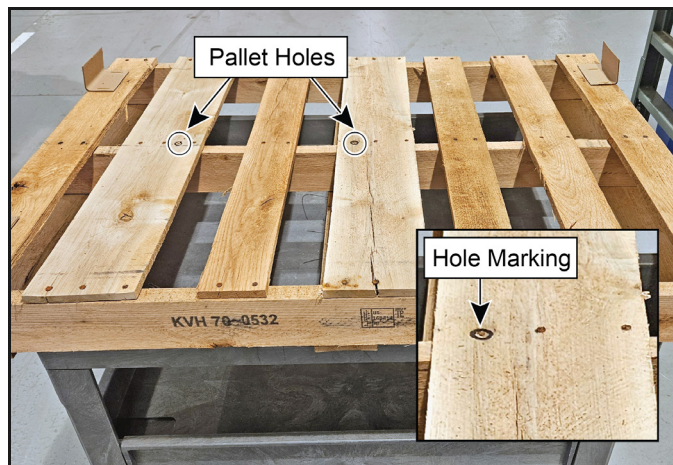
**Using Incoterms DDP, ship the antenna and Hub or Hub+ to the address provided by the KVH Agile Orders Group.**

*Shipments received without an RMA number will be returned to you at your expense.*

## Current Packaging Style

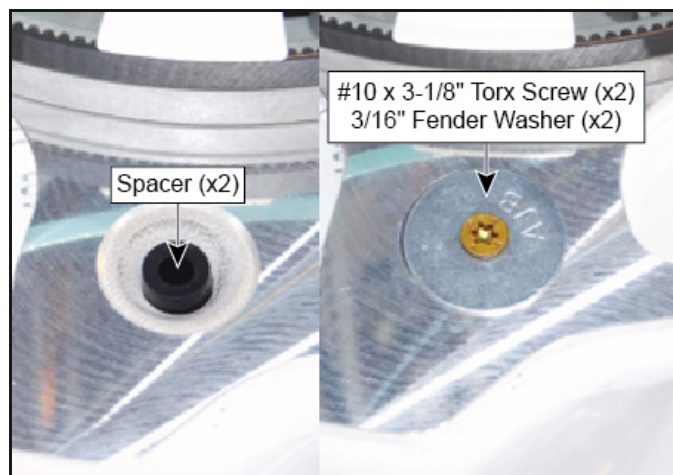
- Using a marker, circle the two mounting holes in the shipping pallet. Then, secure the antenna to the pallet by aligning two of the antenna unit's feet with the hole markings.

Figure 16: Shipping Pallet Holes and Markings



- Place plastic spacers over the two mounting holes in the stationary plate along the centerline of the pallet.
- Place two 3/16" fender washers over the spacers and secure with two #10 x 3-1/8" Torx screws.

Figure 17: Spacers over Mounting Holes



- Carefully wedge the foam shipping restraint underneath the reflector to ensure the reflector is secure during transit. The reflector should rest within the shipping restraint's notch.
- Reinstall the radome onto the antenna. Secure it in place with the six #10-32 screws you removed earlier (see [Figure 7 on page 4](#)).

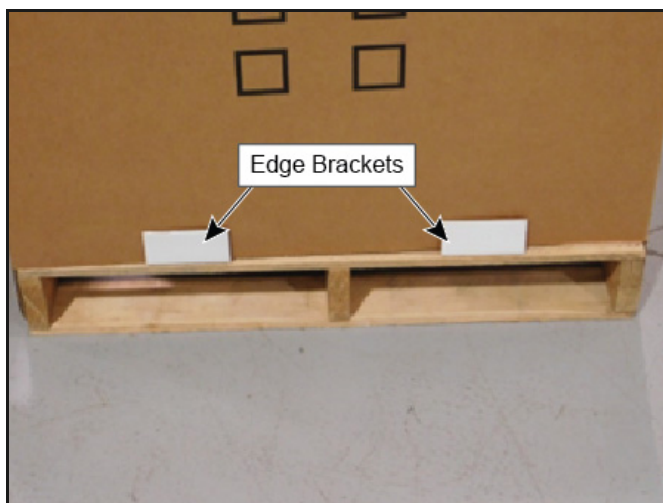
- Cover the antenna with a radome bag.

Figure 18: Antenna in Radome Bag



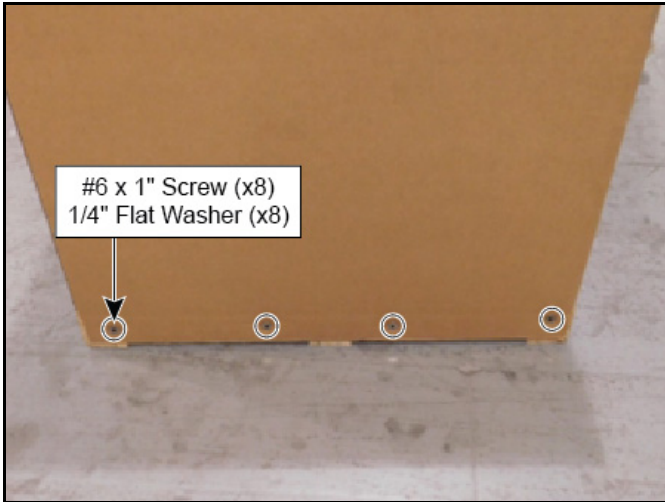
- Place the shipping box over the shipping pallet, positioning the ends so that they are within the edge brackets at the edges of the pallet.

Figure 19: Shipping Box in Edge Brackets



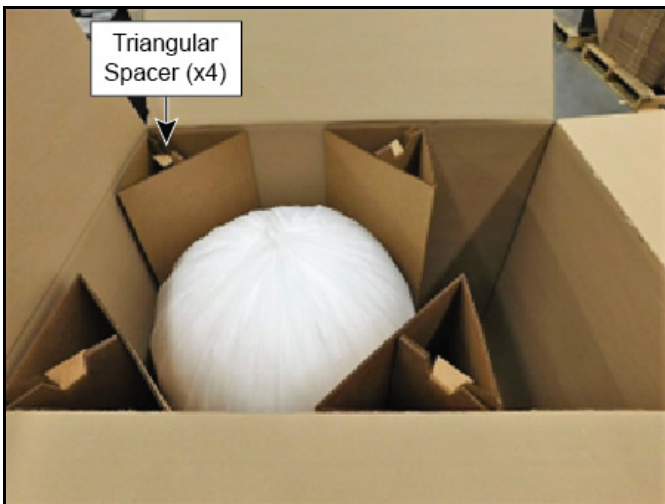
- Secure the sides of the shipping box with eight 1/4" flat washers and eight #6 x 1" screws.

Figure 20: Screws Securing Shipping Box to Pallet



- Place four triangular spacers around the antenna.

Figure 21: Triangular Spacers Around Antenna



- Place any accessories in the accessories box.
- Close and seal the accessories box.

- Insert the BDU and accessories boxes in the shipping box.

Figure 22: BDU and Accessories Boxes in Shipping Box







- Close and seal the antenna shipping box.
- On the outside of the shipping box, clearly write the RMA number.

**Using Incoterms DDP, ship the antenna and Hub or Hub+ to the address provided by the KVH Agile Orders Group.**

*Shipments received without an RMA number will be returned to you at your expense.*

## Pack the VesseLINK 200 (if applicable)

The following items must be returned:

		
<p>Above Deck Unit (ADU) Quantity: 1</p>	<p>Below Deck Unit (BDU) Quantity: 1</p>	<p>AC-DC Power Supply Quantity: 1</p>
		
<p>Wi-Fi antenna Quantity: 1</p>		

Follow the instructions below to prepare the VesseLINK 200 for shipping.

1. Place the BDU in the foam cutout in the BDU box.

Figure 23: BDU in Foam Cutout



2. Cover the BDU with the layer of protective foam. Then close and seal the box.

Figure 24: BDU in Protective Foam



3. Place the ADU in the center of the ADU box. Make sure it is seated in the cutout in the base.

Figure 25: ADU Centered in Box



4. Place the cardboard collar over the top of the ADU. Then close and seal the box.

Figure 26: ADU Cardboard Collar



5. Place the BDU box in the bottom of the shipping box.

Figure 27: BDU Box Placed in Shipping Box



6. Place the ADU box, power supply, Wi-Fi antenna, and power cable on top of the BDU box in the shipping box.

Figure 28: ADU, Power Supply, and Wi-Fi Antenna Placed in Box



7. Secure all the items in the box with ample packing paper or bubble wrap. Then close and seal the shipping box.

Figure 29: Packing Material







8. On the outside of the shipping box, clearly write the RMA number.

**Using Incoterms DDP, ship the VesseLINK 200 system to the address provided by the KVH Agile Orders Group.**

*Shipments received without an RMA number will be returned to you at your expense.*

## Pack the VesseLINK 700 (if applicable)

The following items must be returned:

		
<p>Above Deck Unit (ADU) Quantity: 1</p>	<p>Below Deck Unit (BDU) Quantity: 1</p>	<p>AC-DC Power Supply Quantity: 1</p>
		
<p>Wi-Fi antenna Quantity: 1</p>		

Follow the instructions below to prepare the Thales VesseLINK 700 system for shipping.

1. Place the ADU in the center of the ADU box. Make sure it is surrounded by protective foam.

Figure 30: ADU Protected in Foam Base



2. Cover the ADU with the layer of protective foam. Then close and seal the ADU box.

Figure 31: ADU in Protective Foam



3. Place the BDU in the foam cutout in the BDU box.

Figure 32: BDU in Foam Cutout



4. Cover the BDU with the layer of protective foam. Then close and seal the box.

Figure 33: BDU Protective Foam



5. Place the ADU box in the bottom of the shipping box.

Figure 34: ADU Box Placed in Shipping Box



6. Place the BDU box, power supply, Wi-Fi antenna, and power cable on top of the ADU box in the shipping box.

Figure 35: BDU, Power Supply, and Wi-Fi Antenna Placed in Box



7. Secure all the items in the box with ample packing paper or bubble wrap. Then close and seal the shipping box.

**Figure 36: Packing Material**



8. On the outside of the shipping box, clearly write the RMA number.

**Using Incoterms DDP, ship the VesseLINK 700 system to the address provided by the KVH Agile Orders Group.**

*Shipments received without an RMA number will be returned to you at your expense.*