

Fellowes

POWERSHRED® Shredmate

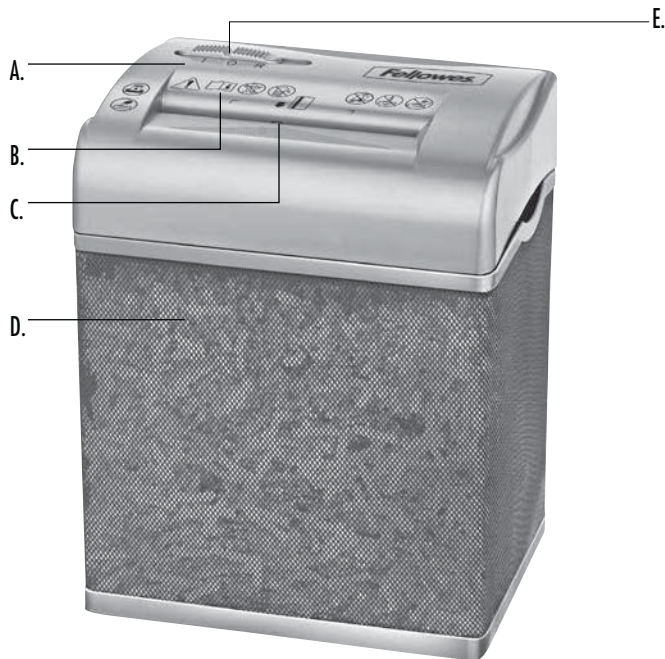
THE WORLD'S **TOUGHEST** SHREDDERS™



Please read these instructions before use.
Do not discard: keep for future reference.

Fellowes

Quality Office Products Since 1917



KEY

- | | |
|----------------------------|-------------------|
| A. Shredder head | E. Control switch |
| B. See safety instructions | 1. Auto-On |
| C. Paper/Card entry | 2. OFF |
| D. Bin | 3. Reverse |

CAPABILITIES

Will shred: Paper, credit cards, staples and junkmail

Will not shred: Continuous forms, adhesive labels, transparencies, newspaper, CD/DVDs, cardboard, paper clips, laminates, file folders, X-rays or plastic other than noted above

Paper shred size:

Cross-Cut 3.9mm x 22mm

Maximum:

Folded sheets per pass 4*
 Cards per pass 1*
 Paper width 115mm

*A4 (70g), paper at 220-240V, 50/60 Hz, 1.3Amps; heavier paper, humidity or other than rated voltage may reduce capacity. Recommended daily usage rates: 10-20 paper passes; 5 credit cards. 4 folded sheets per pass.

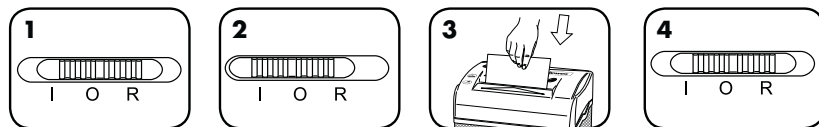
⚠ WARNING: IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!



- Operation, maintenance, and service requirements are covered in the instruction manual. Read the entire instruction manual before operating shredders.
- Keep away from children and pets. Keep hands away from paper entry. Always set to off or unplug when not in use.
- Keep foreign objects – gloves, jewelry, clothing, hair, etc. – away from shredder openings. If object enters top opening, switch to Reverse (R) to back out object.
- Never use aerosol products, petroleum based lubricants or other flammable products on or near shredder. Do not use canned air on shredder.
- Do not use if damaged or defective. Do not disassemble shredder. Do not place near or over heat source or water.
- Avoid touching exposed cutting blades under shredder head.
- Shredder must be plugged into a properly grounded wall outlet or socket of the voltage and amperage designated on the label. The grounded outlet or socket must be installed near the equipment and easily accessible. Energy converters, transformers, or extension cards should not be used with this product.
- FIRE HAZARD – Do NOT shred greeting cards with sound chips or batteries.
- For indoor use only.
- Unplug shredder before cleaning or servicing.

BASIC SHREDDING OPERATION

PAPER



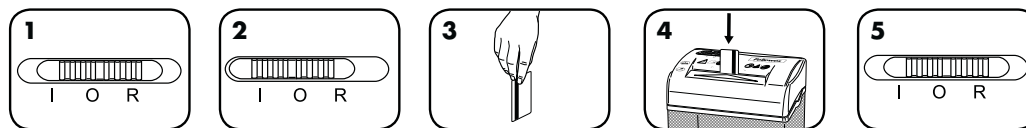
1
Set to Off (O)
and plug in

2
Set to Auto-On (I)

3
Feed into paper
entry and release

4
Set to Off (O)

CARD



1
Set to Off (O)
and plug in

2
Set to Auto-On (I)

3
Hold card at edge

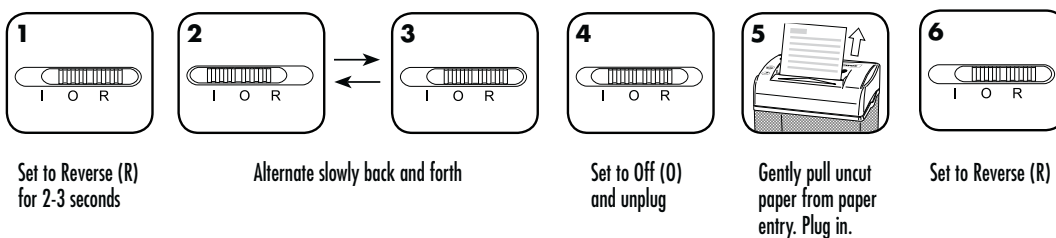
4
Feed into center of
entry and release

5
Set to Off (O)

Note: Shredder runs briefly after each pass to clear entry.

TROUBLESHOOTING

Paper jam: Set to Off (O), remove shredder head and empty bin. Replace shredder head, and follow any or all of the below procedures.



1
Set to Reverse (R)
for 2-3 seconds

2
Alternate slowly back and forth

3
Set to Off (O)
and unplug

4
Gently pull uncut
paper from paper
entry. Plug in.

5
Set to Reverse (R)

Shredder doesn't start:

Make sure head is on basket correctly
Wait for motor to cool down
Remove and empty basket

BASIC PRODUCT MAINTENANCE

OILING SHREDDER

All cross-cut shredders require oil for peak performance. If not oiled, a machine may experience diminished sheet capacity, intrusive noise when shredding and could ultimately stop running. To avoid these problems, we recommend you oil your shredder each time you empty your waste bin.

FOLLOW OILING PROCEDURE BELOW AND REPEAT TWICE



1
Set to Off (O)

2
*Apply oil
across entry

3
Set to Reverse (R)
2-3 seconds

CAUTION *Only use a non-aerosol vegetable oil in long nozzle container such as Fellowes 35250 

LIMITED PRODUCT WARRANTY

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 1 year from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for 1 year from the date of purchase by the original consumer. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, failure to comply with product usage standards, shredder operation using an improper power supply (other than listed on the label), or unauthorized repair. Fellowes reserves the right to charge the consumers for any additional costs incurred by Fellowes to

provide parts or services outside of the country where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.



POWERSHRED® Shredmate

THE WORLD'S **TOUGHEST** SHREDDERS™

Declaration of Conformity

Fellowes Manufacturing Company

Yorkshire Way, West Moor Park, Doncaster, South Yorkshire, DN3 3FB, England declares that the product Model Shredmate conforms with the requirements of the Restriction of Hazardous Substances Directive (2011/65/EU), the Low Voltage Directive (2006/95/EC), the Electromagnetic Compatibility Directive (2004/108/EC), the WEEE directive (2002/96/EC), and below harmonized European EN Standards:

Safety: EN 60950-1

EMC Standard: EN55014-1 EN55014-2 EN61000-3-2 EN61000-3-3

Year Affixed: 12

Itasca, Illinois, USA
March 1, 2013

James Fellowes

James Fellowes

W.E.E.E.

This product is classified as Electrical and Electronic Equipment. Should the time come for you to dispose of this product please ensure that you do so in accordance with the European Waste of Electrical and Electronic Equipment (WEEE) Directive and in compliance with local laws relating to this directive.

For more information on the WEEE Directive please visit www.fellowesinternational.com/WEEE

Questions or Concerns?

www.fellowes.com

- Troubleshooting
- Registration
- Manuals

Customer Service & Support

- Troubleshooting
- Replacement parts
- General questions

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