Help Line

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Fellowes

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United Kingdom + 44-(0)-1302-836836
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www.fellowes.com
**CAPABILITIES**

**Will shred:** Paper, credit cards and staples

**Will not shred:** Continuous forms, adhesive labels, transparencies, newspaper, cardboard, paper clips, laminates or plastic other than noted above

- **Paper shred size:** Cross-Cut
  - 5/32" x 3/8" (3.9 x 35mm)

**Maximum:**
- Sheets per pass ....................................... 11"
- Cards per pass ......................................... 9"/229mm
- Paper width ............................................. 9.5"/242mm
- Continuous operation .......................... 5 minutes

"20lb., 8.5"x11" paper at 120v, 60 Hz, 4.5Amps; heavier paper, humidity or other than rated voltage may reduce capacity. Recommended daily usage rates: 10-20 paper passes; 10 cards.

**IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!**

**WARNING**
- Keep away from children and pets. Keep hands away from paper entry. Always unplug or set safety lock 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.

**CAUTION**
- Never use aerosol, petroleum based or other flammable products on or near shredder. Do not use canned air on shredder.
- Do not use if damaged or defective. Do not open shredder head. Do not place near or over heat or water source.
- 11 sheets per pass to avoid jams.
- The socket-outlet shall be installed near the equipment and shall be easily accessible.

**OPERATION**

This shredder has a Control/Disconnect Power Switch (D) that must be in the ON (I) position to operate shredder. In case of an emergency move switch to OFF (O) position. This action will stop shredder immediately. Insert waste bag (Fellowes #36052) for easy disposal.

**Continuous operation:**
- 5 minutes maximum
- **NOTE:** Shredder runs briefly after each pass to clear entry. Continuous operation beyond 5 minutes will trigger 20-minute cool down period.

- Set to Auto-On (I) and plug in
- Feed into paper entry and release
- Set to Reverse (R) for 2-3 seconds
- Alternate slowly back and forth
- Set to Off (O) and unplugging
- Gently pull entire paper from paper entry. Plug in for greater safety, always unplug shredder after use.

**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.

**Shredder doesn’t start:**
- Make sure head is on basket correctly
- Wast 20 minutes for motor to cool down
- Remove and empty basket
- Make sure safety lock is in unlock position

**MAINTENANCE**

- Run regularly in reverse for one minute
- Lubricate when bin is full, or immediately, if:
  - Capacity decreases
  - Motor sounds different, or
  - Shredder stops running
- Follow oiling procedure below and repeat twice.

**WARRANTY**

LIMITED WARRANTY Fellowes, Inc. (“Fellowes”) warrants the cutting blades of the machine to be free from defects in material and workmanship for 3 years from the date of purchase by the original consumer. Fellowes warrants all other parts of the machine to be free of 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, or unauthorized repair. 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.