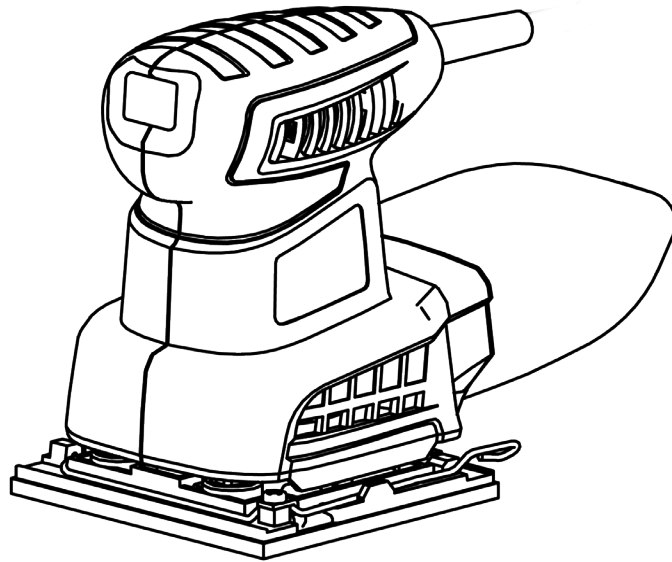




QUARTER SHEET PALM SANDER



Model # 6304
bit.ly/wenvideo


IMPORTANT:

Your new tool has been engineered and manufactured to WEN's highest standards for easy operation, dependability and maximum user safety. When properly cared for, this product will supply rugged, trouble-free performance. Pay close attention to the rules for safe operation, warnings and cautions. If you use your tool properly and for its intended purpose, you will enjoy years of safe, reliable service.



NEED HELP? CONTACT US!

Have product questions? Need technical support?
Please feel free to contact us at:

 **800-232-1195** (M-F 8AM-5PM CST)

 techsupport@wenproducts.com

 WENPRODUCTS.COM

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TECHNICAL DATA

Model Number:	6304
Motor:	120 V, 60 Hz, 2.0 A
Speed:	15,000 RPM (no load)
Cord length:	6 feet
Weight:	2.9 lbs

GENERAL SAFETY RULES

Safety is a combination of common sense, staying alert and knowing how your item works. **SAVE THESE SAFETY INSTRUCTIONS.**



WARNING: To avoid mistakes and serious injury, do not plug in your tool until the following steps have been read and understood.

1. **READ** and become familiar with this entire instruction manual. **LEARN** the tool's applications, limitations, and possible hazards.
2. **AVOID DANGEROUS CONDITIONS.** Do not use power tools in wet or damp areas or expose them to rain. Keep work areas well lit.
3. **DO NOT** use power tools in the presence of flammable liquids or gases.
4. **ALWAYS** keep your work area clean, uncluttered, and well lit. **DO NOT** work on floor surfaces that are slippery with sawdust or wax.
5. **KEEP BYSTANDERS AT A SAFE DISTANCE** from the work area, especially when the tool is operating. **NEVER** allow children or pets near the tool.
6. **DO NOT FORCE THE TOOL** to do a job for which it was not designed.
7. **DRESS FOR SAFETY.** Do not wear loose clothing, gloves, neckties, or jewelry (rings, watches, etc.) when operating the tool. Inappropriate clothing and items can get caught in moving parts and draw you in. **ALWAYS** wear non-slip footwear and tie back long hair.
8. **WEAR A FACE MASK OR DUST MASK** to fight the dust produced by sawing operations.



WARNING: Dust generated from certain materials can be hazardous to your health. Always operate the tool in a well-ventilated area and provide for proper dust removal. Use dust collection systems whenever possible.

9. **ALWAYS** remove the power cord plug from the electrical outlet when making adjustments, changing parts, cleaning, or working on the tool.
10. **KEEP GUARDS IN PLACE AND IN WORKING ORDER.**
11. **AVOID ACCIDENTAL START-UPS.** Make sure the power switch is in the OFF position before plugging in the power cord.
12. **REMOVE ADJUSTMENT TOOLS.** Always make sure all adjustment tools are removed from the saw before turning it on.
13. **NEVER LEAVE A RUNNING TOOL UNATTENDED.** Turn the power switch to OFF. Do not leave the tool until it has come to a complete stop.
14. **NEVER STAND ON A TOOL.** Serious injury could result if the tool tips or is accidentally hit. **DO NOT** store anything above or near the tool.

GENERAL SAFETY RULES

15. **DO NOT OVERREACH.** Keep proper footing and balance at all times. Wear oil-resistant rubber-soled footwear. Keep the floor clear of oil, scrap, and other debris.
16. **MAINTAIN TOOLS PROPERLY.** ALWAYS keep tools clean and in good working order. Follow instructions for lubricating and changing accessories.
17. **CHECK FOR DAMAGED PARTS.** Check for alignment of moving parts, jamming, breakage, improper mounting, or any other conditions that may affect the tool's operation. Any part that is damaged should be properly repaired or replaced before use.
18. **MAKE THE WORKSHOP CHILDPROOF.** Use padlocks and master switches and ALWAYS remove starter keys.
19. **DO NOT** operate the tool if you are under the influence of drugs, alcohol, or medication that may affect your ability to properly use the tool.
20. **USE SAFETY GOGGLES AT ALL TIMES** that comply with ANSI Z87.1. Normal safety glasses only have impact resistant lenses and are not designed for safety. Wear a face or dust mask when working in a dusty environment. Use ear protection such as plugs or muffs during extended periods of operation.

SPECIFIC RULES FOR THE SANDER



WARNING: Do not operate this tool until it is completely assembled and installed according to the instructions.

1. Hold your power tool by the insulated gripping surfaces, especially when performing an operation where the sanding accessory could contact hidden wiring.
2. Protect your lungs. Wear a face or dust mask during operation. Following this rule will reduce the risk of serious respiratory injury.
3. Protect your hearing. Wear hearing protection during extended periods of operation. Following this rule will reduce the risk of serious personal injury.
4. Inspect power cords periodically and repair them as needed at your nearest authorized service center. Constantly stay aware of cord location. Following this rule will reduce the risk of electric shock or fire.
5. Check damaged parts. Before further use of the tool, determine that it will operate properly and perform its intended function. Check for alignment, binding or breakage of moving parts or any other conditions that may affect its operation. A guard or other part that is damaged should be properly repaired or replaced by an authorized service center. Following this rule will reduce the risk of shock, fire, or serious injury.
6. Remove all nails from lumber before using this tool. Following this rule will reduce the risk of injury.
7. If the power cord is damaged, it must be replaced only by the manufacturer or by an authorized service center.
8. Save these instructions. Refer to them frequently and use them to instruct others who may use this product. If you loan someone this product, loan them these instructions also.

SPECIFIC RULES FOR THE SANDER

9. Do not use the sander to remove lead-based paints.

WARNING: This product and the dust created by power sanding, sawing, grinding, drilling, and other construction activities may contain chemicals, including lead, known to the State of California to cause cancer, birth defects, or other reproductive harm. Wash hands after handling.



Some examples of these chemicals are:

- lead from lead-based paints
- crystalline silica from bricks and cement and other masonry products
- arsenic and chromium from chemically treated lumber.

Your risk from exposure to these chemicals varies, depending on how often you do this type of work. To reduce your exposure, work in a well-ventilated area and with approved safety equipment, such as dust masks that are specially designed to filter out microscopic particles.

Vibration safety

This tool vibrates during use. Repeated or long-term exposure to vibration may cause temporary or permanent physical injury, particularly to the hands, arms and shoulders.

To reduce the risk of any vibration-related injury:

1. First be examined by a doctor and then have regular medical check-ups to ensure medical problems are not being caused or worsened from use. Pregnant women or people who have impaired blood circulation to the hand, past hand injuries, nervous system disorders, diabetes, or Raynaud's Disease should not use this tool. If you feel any symptoms related to vibration (such as tingling, numbness, and white or blue fingers), seek medical advice as soon as possible.
2. Do not smoke during use. Nicotine reduces the blood supply to the hands and fingers, increasing the risk of vibration-related injury.
3. Wear suitable gloves to reduce the vibration effects on the user.
4. Use tools with the lowest vibration when there is a choice.
5. Take vibration-free breaks during each day of work.
6. Grip tool as lightly as possible (while still keeping safe control of it). Let the tool do the work.
7. To reduce vibration, maintain the tool as explained in this manual. If any abnormal vibration occurs, stop use immediately.

ELECTRICAL INFORMATION

DOUBLE INSULATION

Double insulation is a concept in safety in electric power tools, which eliminates the need for the usual three-wire grounded power cord. All exposed metal parts are isolated from the internal metal motor components with protecting insulation. Double insulated tools do not need to be grounded.

WARNING: The double insulated system is intended to protect the user from shock resulting from a break in the tool's internal insulation. Observe all normal safety precautions to avoid electrical shock.

NOTE: Servicing of a product with double insulation requires extreme care and knowledge of the system and should be performed only by a qualified service technician. For service, we suggest you return the product to your nearest authorized service center for repair. Always use original factory replacement parts when servicing.

ELECTRICAL CONNECTION

This product has a precision-built electric motor. It should be connected to a power supply that is 120 volts, AC only (normal household current), 60 Hz. Do not operate this product on direct current (DC). A substantial voltage drop will cause a loss of power and the motor will overheat. If the product does not operate when plugged into an outlet, double-check the power supply.



WARNING: This tool is for indoor use only. Do not expose to rain or use in damp locations.

GUIDELINES FOR USING EXTENSION CORDS

Make sure your extension cord is in good condition. When using an extension cord, be sure to use one heavy enough to carry the current your product will draw. An undersized cord will cause a drop in line voltage resulting in loss of power and overheating. The table below shows the correct size to be used according to cord length and nameplate ampere rating. When in doubt, use a heavier cord. The smaller the gauge number, the heavier the cord.

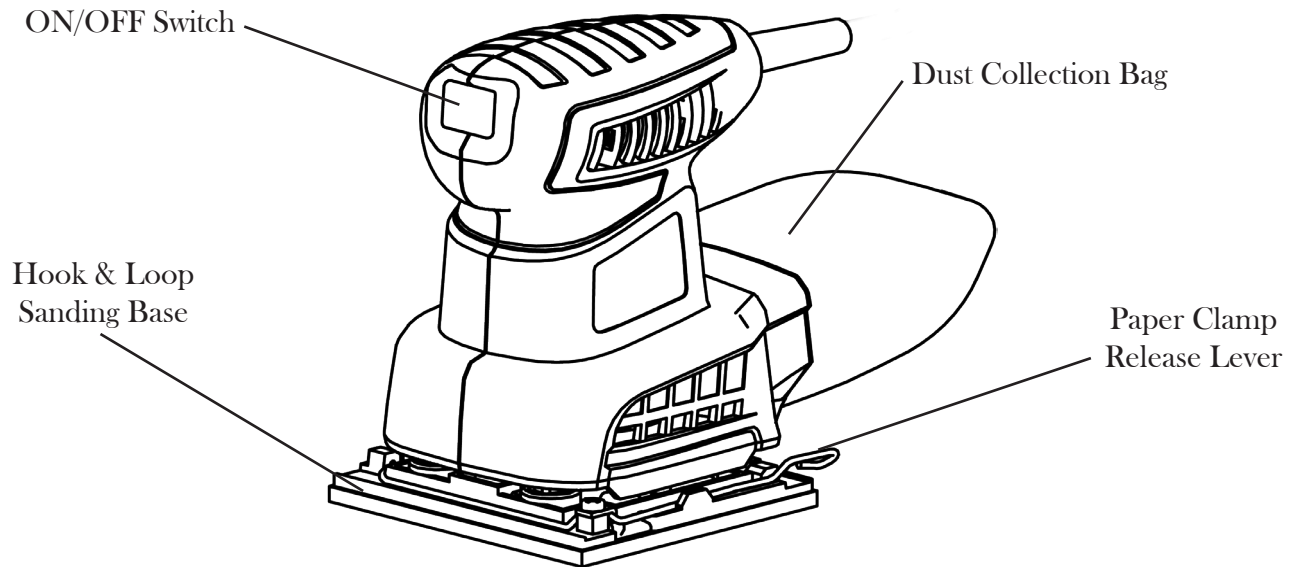
AMPERAGE	REQUIRED GAUGE FOR EXTENSION CORDS			
	25 ft.	50 ft.	100 ft.	150 ft.
2A	18 gauge	16 gauge	16 gauge	14 gauge

Make sure your extension cord is properly wired and in good condition. Always replace a damaged extension cord or have it repaired by a qualified person before using it.

Protect your extension cords from sharp objects, excessive heat and damp/wet areas.

Use a separate electrical circuit for your tools. This circuit must not be less than a #12 wire and should be protected with a 15 A time-delayed fuse. Before connecting the motor to the power line, make sure the switch is in the OFF position and the electric current is rated the same as the current stamped on the motor nameplate. Running at a lower voltage will damage the motor.

KNOW YOUR SANDER



OPERATING INSTRUCTIONS

SANDPAPER INSTALLATION



WARNING: To avoid injury from accidental startups, turn switch OFF and remove the plug from the power source outlet before making any adjustments.

1. Before installing sandpaper, make sure the hook and loop fastener base is free of dust and dirt and that the sander is unplugged with the ON/OFF switch in the off position with the “O” pressed down.
2. The hook and loop fastener base will hold any hook and loop sandpaper without clamps or glue. Simply line up the sandpaper with the hook and loop fastener base and press together, making sure front edge of the sandpaper is aligned with the front edge of the hook and loop fastener base.
3. There are also provided clamps to fasten non-hook-and-loop sandpaper to the sander. Insert end of new 1/4 sheet sandpaper approximately 1/2 in. under the paper clamp. **NOTE:** 1/2 in. clamping of sandpaper is necessary for multi-sheet stacking of paper.
5. Lift up on paper clamp lever and lock into place. Apply downward pressure to conform sandpaper to sanding base.
6. Wrap sandpaper around cushion. Lift lever on opposite end of sander and insert loose end of sandpaper under the paper clamp. Fit sandpaper against cushion tightly.
7. Lift up on the lever and lock into place.
8. To remove used sandpaper, peel one edge away from the hook and loop fastener base until the whole sheet is free.

CAUTION: Do not use torn or severely worn or damaged sandpaper. To do so could damage the surface of the hook and loop fastener base.

OPERATING INSTRUCTIONS

WORKPIECE AND WORK AREA SET UP

1. Designate a work area that is clean and well-lit. The work area must not allow access by children or pets to prevent distraction and injury.
2. Align the power cord along a safe route to reach the work area without creating a tripping hazard or exposing the power cord to possible damage. The power cord must reach the work area with enough extra length to allow free movement while working.
3. Secure loose workpieces using a vise or clamps (not included) to prevent movement during operation.
4. There must not be objects, such as utility lines, nearby that will present a hazard while working.

GENERAL OPERATING INSTRUCTIONS

1. Make sure that the power switch is in the off-position, then plug in the tool.
2. Turn the switch to the ON position “I.”
3. Do not use excess pressure while sanding and always sand in same direction as the grain of the wood. Let the sandpaper do the work. Apply even pressure over the entire workpiece.
4. Check the wear on the sandpaper at regular intervals and replace as necessary. **NOTE:** Always turn the switch OFF and unplug the sander before changing sheets of sandpaper.
5. When sanding is completed, remove the sander from the workpiece and turn off the power switch.
6. When completely finished using the sander, use a vacuum to dislodge all sand shavings and dust. Wipe with a clean, soft cloth.
7. To prevent accidents, turn off the sander and unplug it after use. Clean, then store the sander indoors out of children’s reach.

SANDPAPER SELECTION

Choosing the right size, grit and type of sandpaper maximizes the quality of your sanded finish. Aluminum oxide, silicon carbide, and other synthetic abrasives are best for power sanding as neutral abrasives, such as flint and garnet, are too soft for economical use in power sanding.

In general, coarse grit will remove the most material and finer grit will produce the best finish in all sanding operations. The condition of the surface to be sanded will determine the right grit for the job. If the surface is rough, start with a coarse grit and sand until the surface is uniform. Medium grit may then be used to remove the scratches left by the coarser grit while a finer grit can be used for finishing. Always continue sanding with each grit until surface is uniform.

NOTE: DO NOT use sander without sandpaper. Doing so will damage the hook and loop fastener sanding base.

MAINTENANCE



TO PREVENT SERIOUS INJURY FROM ACCIDENTAL OPERATION:

Make sure that the trigger is in the “O” off-position and unplug the tool from its electrical outlet before performing any procedure in this section.



TO PREVENT SERIOUS INJURY FROM TOOL FAILURE:

Do not use damaged equipment. If abnormal noise or vibration occurs, have the problem corrected before further use.

BEFORE EACH USE, inspect the general condition of the tool. Check for:

- loose hardware,
- misalignment or binding of moving parts,
- damaged cord/electrical wiring,
- cracked or broken parts, and
- any other condition that may affect its safe operation.

AFTER USE, wipe external surfaces of the tool with clean cloth.

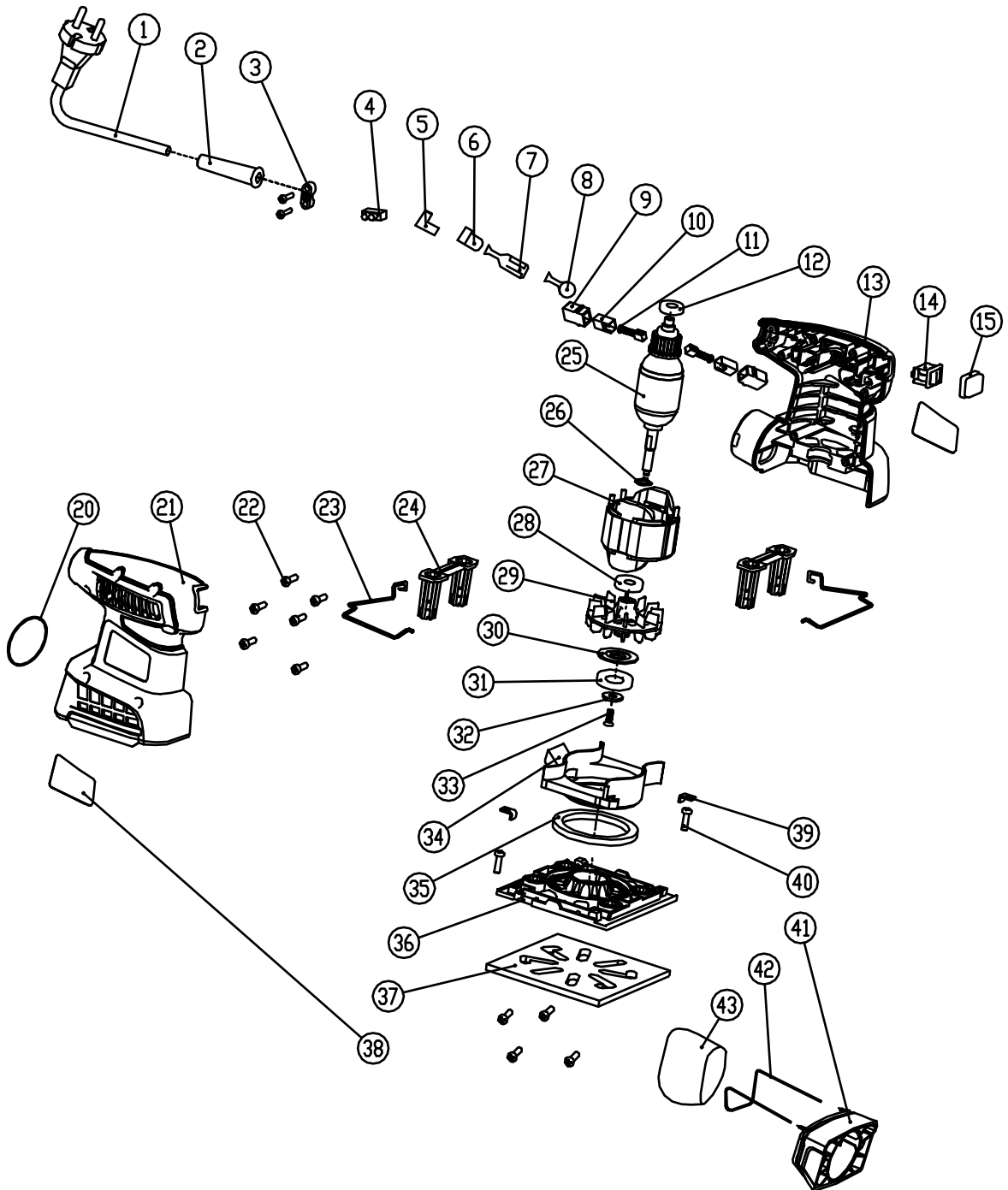


WARNING! If the supply cord of this power tool is damaged, it must be replaced only by a qualified service technician.

TROUBLESHOOTING

Problem	Causes	Solutions
Tool will not start.	<ol style="list-style-type: none"> 1. Power cord not connected. 2. No power at outlet. 3. Internal damage or wear. 	<ol style="list-style-type: none"> 1. Check that the power cord is plugged in. 2. If outlet is unpowered, turn off tool and check circuit breaker. 3. Have technician service the tool.
Excessive noise or rattling.	Internal damage or wear.	Have technician service the tool.
Sander not sanding effectively.	<ol style="list-style-type: none"> 1. Possible sandpaper problem. 2. Possibly wrong grit of sandpaper 	<ol style="list-style-type: none"> 1. Check sandpaper for wear and or damage. 2. Fine sandpaper is graded in large numbers (100 to 600). Coarse sandpaper is small numbers (36 to 80).

EXPLODED VIEW AND PARTS LIST



EXPLODED VIEW AND PARTS LIST

No.	Item	Name	Qty.
1	6304-001	Power cable	1
2	6304-002	Cable guard	1
3	6304-003	Cable clamp	1
4	6304-004	Binding post	1
5	6304-005	Insert spring sleeve	1
6	6304-006	Insert spring	1
7	6304-007	Insert spring	1
8	6304-008	Round insert plate	2
9	6304-009	Brush housing	2
10	6304-010	Brush holder	2
11	6304-011	Carbon brush	2
12	6304-012	Bearing	1
13	6304-013	Left housing	1
14	6304-014	Switch	1
15	6304-015	Switch cover	1
20	6304-020	O-ring	1
21	6304-021	Right housing	1
22	6304-022	Screw	12
23	6304-023	Steel wire	2
24	6304-024	Supportor	2
25	6304-025	Armature	1
26	6304-026	Bearing baffle ring	1
27	6304-027	Stator	1
28	6304-028	Bearing	1
29	6304-029	Fan	1
30	6304-030	Washer	1
31	6304-031	Bearing	1
32	6304-032	Washer	1
33	6304-033	Screw	1
34	6304-034	Airflow tube	1
35	6304-035	Dustproof ring	1
36	6304-036	Baseplate	1
37	6304-037	Foam base	1
38	6304-038	Sticker	2
39	6304-039	Pressure plate	2
40	6304-040	Screw	2
41	6304-041	Dustbag holder	1
42	6304-042	Dustbag steel wire	1
43	6304-043	Dustbag	1

LIMITED TWO YEAR WARRANTY

WEN Products is committed to building tools that are dependable for years. Our warranties are consistent with this commitment and our dedication to quality.

LIMITED WARRANTY OF WEN CONSUMER POWER TOOLS PRODUCTS FOR HOME USE

GREAT LAKES TECHNOLOGIES, LLC (“Seller”) warrants to the original purchaser only, that all WEN consumer power tools will be free from defects in material or workmanship for a period of two (2) years from date of purchase. Ninety days for all WEN products, if the tool is used for professional use.

SELLER’S SOLE OBLIGATION AND YOUR EXCLUSIVE REMEDY under this Limited Warranty and, to the extent permitted by law, any warranty or condition implied by law, shall be the repair or replacement of parts, without charge, which are defective in material or workmanship and which have not been misused, carelessly handled, or misrepaired by persons other than Seller or Authorized Service Center. To make a claim under this Limited Warranty, you must make sure to keep a copy of your proof of purchase that clearly defines the Date of Purchase (month and year) and the Place of Purchase. Place of purchase must be a direct vendor of Great Lakes Technologies, LLC. Third party vendors such as garage sales, pawn shops, resale shops, or any other secondhand merchant void the warranty included with this product. Contact techsupport@wenproducts.com or 1-800-232-1195 to make arrangements for repairs and transportation.

When returning a product for warranty service, the shipping charges must be prepaid by the purchaser. The product must be shipped in its original container (or an equivalent), properly packed to withstand the hazards of shipment. The product must be fully insured with a copy of the warranty card and/or the proof of purchase enclosed. There must also be a description of the problem in order to help our repairs department diagnose and fix the issue. Repairs will be made and the product will be returned and shipped back to the purchaser at no charge.

THIS LIMITED WARRANTY DOES NOT APPLY TO ACCESSORY ITEMS THAT WEAR OUT FROM REGULAR USAGE OVER TIME INCLUDING BELTS, BRUSHES, BLADES, ETC.

ANY IMPLIED WARRANTIES SHALL BE LIMITED IN DURATION TO TWO (2) YEARS FROM DATE OF PURCHASE. SOME STATES IN THE U.S., SOME CANADIAN PROVINCES DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.

IN NO EVENT SHALL SELLER BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES (INCLUDING BUT NOT LIMITED TO LIABILITY FOR LOSS OF PROFITS) ARISING FROM THE SALE OR USE OF THIS PRODUCT. SOME STATES IN THE U.S. AND SOME CANADIAN PROVINCES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO YOU.

THIS LIMITED WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE IN THE U.S., PROVINCE TO PROVINCE IN CANADA AND FROM COUNTRY TO COUNTRY.

THIS LIMITED WARRANTY APPLIES ONLY TO PORTABLE ELECTRIC TOOLS, BENCH POWER TOOLS, OUTDOOR POWER EQUIPMENT AND PNEUMATIC TOOLS SOLD WITHIN THE UNITED STATES OF AMERICA, CANADA AND THE COMMONWEALTH OF PUERTO RICO. FOR WARRANTY COVERAGE WITHIN OTHER COUNTRIES, CONTACT THE WEN CUSTOMER SUPPORT LINE.