

# C169-B Paper Shredder Instruction Manual

14 Sheets Cross Cut



Customer Service: customer-care@bonsaii.com 1-844-728-6917

#### Dear customer,

Thank you for buying this quality product. Please read this instruction carefully before initial operation. Particularly take note of the following safety instructions. Please keep this instruction for future reference and pass it, when handing over this item.

#### **Cautions:**

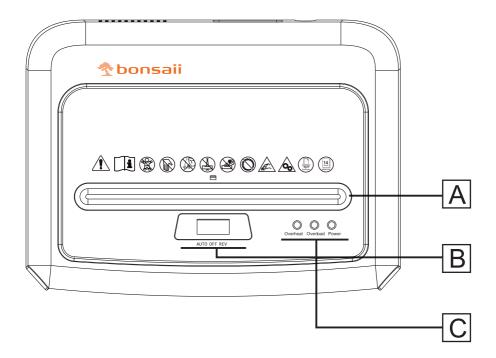


- 1. Keep all loose articles of clothing, ties , jewelry , hair or other small items away from the feed opening to prevent injury.
- 2. Keep in the OFF position when the shredder is not in use for prolonged periods of time.
- 3. **Do not** place hands or fingers into the shredder throat as serious injury could result.
- 4. Always turn off or unplug the shredder prior to moving, cleaning or emptying the wastebasket.
- 5. Empty wastebasket frequently.
- The document shredder must always be deactivated and disconnected from the electrical line prior to moving, transporting and cleaning the device and prior to emptying the wastebasket.
- 7. Please do not leave the document shredder unattended. E.g. in the event
  - children and pets are nearby.
- 8. This machine is able to shred paper, clips, staples and credit cards.
- 9. The device may **not** be operated with a damaged power cord.
- 10. For indoor use only.
- 11. This machine is no toy. Keep it away from children and pets.
- 12. Please **do not** spray any flammable gas or oil onto this shredder, it may cause fire.
- 13. Please read the manual before operating the machine
- 15. This equipment is not intended for use by children. Avoid touching the media feed opening with the hands. clothing or hair. Unplug this equipment when not in use for an extended period of time .

- 16. Shred width of 13/64X1-37/64 inches 17. 14-sheet capacity (4).



#### **Parts and Functions**



A: Feed Slot: Paper, clips, staples and Credit Cards

B: Switch-AUTO / OFF / REV

C: LED indicator lamps -Overheat/ Overload / Power

#### Installation

- Unpack and set machine upright.
- Put the machine on a horizontal surface.
- Plug in the machine.
- The socket-outlet should be installed near the equipment and shall be easily accessible

#### Operating the shredder

Please check the voltage of your shredders carefully before using.

On the top of the shredder, there are three (3) settings - AUTO, OFF and REV.

- 1. When **AUTO** is selected, the shredding process is started automatically by inserting the paper into the feed opening. The shredder will stop automatically when the paper has completed its travel through the feed opening.
- 2. REV is used to assist in the removal of a paper jam, which reverses the shredder process prior to a completed cycle, thus clearing the cutters. If you want to stop shredding the paper, please set it to reverse. The machine will reverse automatically and turn back the papers.
- 3. **OFF** is used to terminate the power to the shredder. This mode is recommended when emptying the wastebasket or when the shredder is not in use for a prolonged period of time.

### Shredder capacity

C169-B will shred fourteen(14) sheets of A4 size  $75g/m^2$  paper at once and will accept paper widths up to 8.66 inches. When shredding small material like envelopes or receipts, insert them through the middle of the feed opening.

#### **Overheat Protection**

C169-B is equipped with a motor overheat protection technology. After continuous work of a period of time, the 'Overheat' LED indicator lights up. Please remember to stop the machine from working after the 'Overheat' LED indicator lights up. Please wait and allow the machine to cool down and restart when the 'Overheat' LED indicator turns off.

#### **Overload Protection**

C169-B is equipped with an overload protection technology. The maximum shredding capacity of this machine at one time is fourteen (14) sheets of A4 size 75g/m² paper. Exceeding the shredding capacity e.g. inserting more than fourteen (14) sheets at one pass, or if the paper is not fed squarely into the feed opening, the 'Overload' LED indicator lights up and machine starts to reverse automatically. Pull the remaining paper out of the cutters, reduce the number of sheets and place the paper back into the feed a lot.

#### **Cutter Oiling Instructions**

To ensure proper operation and function, periodic oiling of the cutting system is required Failure to oil your cutting system could result in reduced sheet capacity performance, excess noise, paper jams and possibly machine failure. Oil your cutters every 5th or 6th time you empty the basket, if excess squeaking and rubbing noise is coming from the machine or if the shredders sheet capacity has diminished. Squeeze the lubricant across the full width of the cutters. Push the switch to 'AUTO' position, and then insert paper to activate the cutting system forward for 3 seconds. Then push the switch to 'REV' position to make shredder reverse for 3 seconds. Alternate between AUTO and REV at least three times or until all paper clears the cutters.

#### **Notice**

Never use flammable synthetic oil, petroleum based or aerosol lubricants to oil your cutting system. It is recommended to use Bonsaii Shredder Lubricant Oil or Sheet for oiling the shredder.

#### **BASIC EXPLOITATION RULES**

It is not advised to cut as many sheets as indicated as the maximum capacity of the shredder. By exploiting the machine at its top capacity we significantly reduce its vitality. Therefore, to maintain a durable and faultless work of the shredder, it is advised to place no more than 70% of the maximum amount of sheets to be shred at one time indicated for each model by the producer. The maximum amount of sheet should be used only occasionally. It is forbidden to shred more sheets than the maximum amount of sheets to be shred at one time indicated by the producer. It may cause the blockage of the machine and massive engine overloading, which

will diminish shredder's durability or even damage it. Also you should not shred soft objects such as foil, paper towels, toilet paper or fabrics. Nor paper with self-adhesive tape should be placed into the shredder. Those materials wrap around and jam the knives.

#### **Specification**

Shred type: Cross cut

Shredding size: 13/64 x 1-37/64 inches

Noise Level: 58dB

Shred capacity: 14 sheets 75g/m<sup>2</sup>

Feed Opening: 8.66 inches

Input: 120V~ 60Hz 2A

Shredding speed: 1.8m/min
Basket capacity: 4.8 Gallons

#### Warranty

The warranty for this appliance is for 12 months from the date of purchase from an authorized dealer. The appliance has been manufactured with care and meticulously examined before delivery. Please retain your receipt as proof of purchase. In the case of a warranty claim, please make contact with our Customer Service

#### Notice

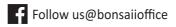
The warranty covers only claims for material and manufacturing defects, but not for transport damage, wearing parts or for damage to fragile components, e.g. buttons or batteries. This product is for domestic use only and is not intended for commercial use. The warranty is void in the case of abusive and improper handling, use of force and internal tampering not carried out by our authorized service branch. Your statutory rights are not restricted in any way by this warranty. The warranty period is not extended by repairs made under the warranty. This applies also to replaced and repaired parts.

# **Trouble Shooting**

Malfunction	Reason	Solution
Stop Working	The power plug doesn't be connected or doesn't be connected well .	Please kindly check if you use the shredder with related voltage . If yes , Please kindly plug in again .
	The voltage is too low or not available .	Please kindly unplug the shredder and refind related voltage to use the shredder.
	The paper doesn't be put the position of shredder feed opening .	Please kindly refeed the paper into the shredder feed opening .
	The shredder is under protection status for overheating .	Wait for the shredder to cool down .
	The shredder is overloading.	Please kindly take out excess paper and put the paper into the shredder feed opening again .
	The thickness of paper is too thin or too transparent .	Add an opaque paper or fold the transparent paper by multiple.
	The basket doesn't be assembled well .	Please kindly assembled the shredder again .
	Defictive of power line	Please kindly contact with us customer service to replace new one for you .
	The basket of shredder is full	Please kindly empty the basket in time.
Jam	Paper jam	Using the function of "Reverse" to pull out the jam paper .
Keep Running	Paper dust and other foreign objects cover the sensor.	Please kindly unplug the shredder and clean the dust or foreign objects.
Loud Noise	The shredder is placed on unsuitable place.	Change location

If the above operation can not solve your problem, please contact our customer service team via email customer-care@bonsaii.com.

# Register your product at **www.bonsaiishop.com** to get more perks!



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Made in Vietnam