

Preventative Maintenance & Lube Schedule

Schedule	Description	Action
Daily	Keep metal surfaces clean, free from dust, and rust.	A light coat of SAE 30 oil may be added to the metal surfaces that do not come in contact with the paper stock. It is a good idea to cover the perforator when it is not in use to keep dust from settling in working parts.
Monthly	Oil bushings for upper and cutter shafts. (BUSHING CONSTRUCTION)	Apply SAE 30 oil to oilite bushings. Make sure oil reaches inside the bushings.
Monthly	Grease bearings for upper and cutter shafts. (BEARING CONSTRUCTION)	Apply NLGI #2 multipurpose lithium molybdenum disulfide grease to upper and lower cutter shaft bearings.
Monthly	Oil all drive chains.	Apply SAE 30 oil to both chains. DO NOT over lubricate. Wipe away excess oil.
Monthly	Grease all drive gears.	Apply NLGI #2 multipurpose lithium molybdenum disulfide grease to drive gears. DO NOT over lubricate. Wipe away excess grease.
Quarterly	Check internal vacuum filters, replace if necessary.	Only necessary with machines running heavily powdered stock.