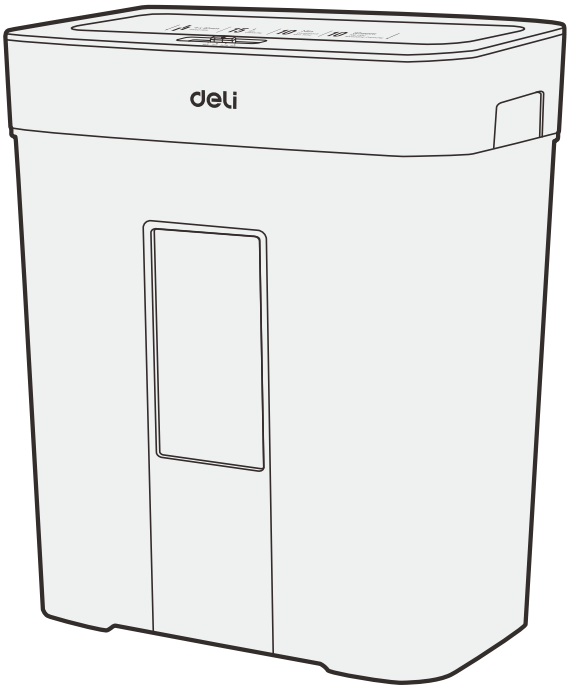
deli

# USER MANUAL

## Paper Shredder




T021、T023

Thank you for purchasing our product. This shredder is suitable for personal as well as office department use. We believe the shredding capabilities and confidentiality level of this series of shredders will enable you to dispose your documents in a more efficient manner.

Please read this manual carefully before use, in order to facilitate proper use of this product, as well as to prevent damage to people and property.

## The Table Of Toxic And Hazardous Substances/Elements And Their Content

| Part name | Lead (Pb) | Mercury (Hg) | Cadmium (Cd) | Hexavalent Chromium (Cr) | Polybrominated biphenyls (PBB) | Polybrominated Dimethyl Ether (PBDE) |
|---|---|---|---|---|---|---|
| Housings | ○ | ○ | ○ | ○ | ○ | ○ |
| Wastebasket | ○ | ○ | ○ | ○ | ○ | ○ |
| Motor | × | ○ | ○ | ○ | ○ | ○ |
| Core | ○ | ○ | ○ | ○ | ○ | ○ |
| Cables | × | ○ | ○ | ○ | ○ | ○ |
| Circuit board | × | ○ | ○ | ○ | ○ | ○ |
| Print | ○ | ○ | ○ | ○ | ○ | ○ |
| Packaging materials | ○ | ○ | ○ | ○ | ○ | ○ |

This Table is prepared in accordance with the provisions of SJ/T11364.

○:Indicates that this toxic or hazardous substance contained in all of the homogeneous materials for this part is below the limit requirement in GB/T 26572.

×: Indicates that this toxic or hazardous substance contained in at least one of the homogeneous materials used for this part is above the limit requirement in GB/T26572(Due to technical or economic reason, these toxic or hazardous substances cannot be replaced or reduced for now.).

## 1. Warnings And Precautions

Please place the shredder on a flat and level surface, to avoid from malfunction caused by tipping over.

Warning! Do not disassemble, modify or repair the machine by yourself in any way, to avoid electric shock or accidental injury.

Warning! Do not touch the plug with wet hands, to avoid electric shock or accidental injury.

Please unplug and turn off the shredder when discarding the shredded objects, moving, or not using the equipment for a while, to avoid a fire or electric shock.

Warning! Do not splash water onto the machine to avoid a fire or electric shock.

Do not use this equipment next to a heater or air condition, in a high temperature and humidity, or dusty place, to avoid a fire or electric shock.

Do not shred tapes, copy papers, fabrics or plastic films, to avoid equipment failure.

Warning! Do not damage or process the power cord or place objects on the power cord, to avoid a fire or electric shock.

In case of smoke, odor or other abnormal conditions, please turn off the power switch immediately and stop using to avoid a fire or electric shock.

Do not use the laminator if the machine or power cord is damaged, to avoid a fire or electric shock.

Warning! Do not let children use this shredder to avoid accidental injury. (This equipment is installed with sharp blades.)

Warning! Do not touch the blades in the feed and shredded outlet slots.

Warning! Do not allow tie, necklace, sleeves, etc. to get pulling into the feed slot. (If it is accidentally entangled, press and hold the "Reverse" button to remove the object.)

Warning! please do not allow your hair to get pulling into the feed slot. (If it is accidentally entangled, press and hold the "Reverse" button to remove the object.)

Please do not put pins, paper clips, etc. into the feed slot. (If it is accidentally entangled, press and hold the "Reverse" button to remove the object.)

Do not spray any flammable gases into the equipment to avoid a fire.

To refer to text in an accompanying document.

Only suitable for use in indoors.

This appliance bears the WEEE mark (Waste of Electric and Electronic Equipment) signifying that, at the end of its life cycle, it should not be disposed of with household waste, but at a recycling centre. The recycling of waste contributes to the conservation of our environment.

Sharp edges. Do not touch.

Moving parts. Keep away from children and pets, keep body part or hand away from moving parts. Always set to off or unplug when not in use

Warning: The apparatus with CLASS I construction shall be connected to a MAINS socket outlet with a protective earthing connection.

## 2. Packing List

Please check the intact of equipment and inventory all accessories. Please contact the dealer for any defect and/or missing of accessory.

| # | Name | Quantity | Remark |
|---|---|---|---|
| 1 | Paper Shredder | 1× | |
| 2 | User Manual | 1× | |

## 3. Product Specification

| Product number | T021 | T023 |
|---|---|---|
| Power supply | AC230V/50Hz | AC230V/50Hz |
| Rated power(W) | 120 | 120 |
| Shred type | Cross-cut | Cross-cut |
| Shred size(mm) | 4x25 | 4x25 |
| Shred CDs or DVDs | / | / |
| Shredding capacity (70g, A4) (sheet) | 8 | 8 |
| Shredding speed (m/min) | ≥1.6 | ≥1.6 |
| Paper feed slot width(mm) | 220 | 220 |

| | | |
|---|---|---|
| CD/DVD feed slot width(mm) | / | / |
| Wastebasket capacity(L) | 12 | 15 |
| Product dimensions (mm) | 313 x 193 x 340 | 318 x 197 x 372 |
| Noise(dB) | ≤70 | ≤70 |
| Net weight(kg) | 4.1 | 4.3 |
| Continuous run time ( min ) | ≥5 | ≥10 |

*Test data from Deli lab, changes of the test environment and tools may cause deviations.

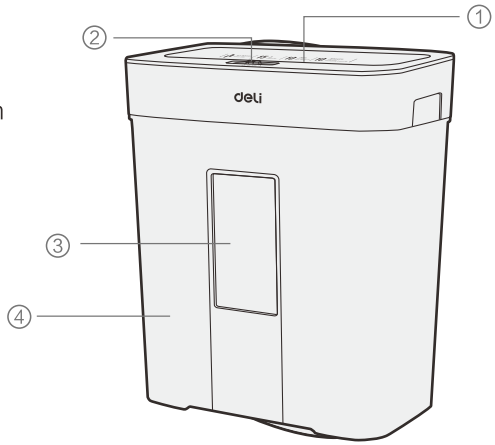
## 4. Maintenance

1. Unplug the power cord prior to maintenance;
2. Maintenance is limited to the cleaning of external parts only;
3. When cleaning the external parts, caution must be taken not to drip any water droplets into the interior of the shredder.

Note: When cleaning the outer casing of the shredder, please gently wipe with a soft cloth slightly damped with soapy water or detergent. Caution not to let the cloth enter into the feed slot, and do not use solvents such as gasoline, benzene, paint thinner and detergent.

## 5. Product Diagram

1. Paper Feed Throat
2. Rev/Off/Auto/Fw Switch
3. Visible window
4. Wastebasket




This diagram is for reference only
please take the actual product as standard
(Shred type varies among different product number)

## 6 Step-by-step Instructions

1. Switch on the 230V power supply in accordance with the voltage specifications of your equipment.
2. Press the "Auto" switch button and you may start to use the shredder. The shredder will stop the shredding process automatically till you activate the next shredding operation. Upon the completion of shredding operation, please press the power switch "Off " to turn off the unit.
3. If you want to stop the file being shredded, press the manual eject switch "Reverse" button, the shredder will immediately reverse and eject your file.
4. If a "jam" condition occurs due to excessive amount of paper, press the "Reverse" button to eject the excess paper, then reduce the amount of paper and put them in the feeder again.
5. Shredding excessive amount of paper will result in overheated motor issue, and the shredder will stop automatically (which is the uniquely designed automatic protection function to protect the motor from overheating). After the automatic shutdown, the shredder will resume working after around 60-minutes cool down period.
6. The photo sensing device is located in the middle of feed slot. Place the paper to be shredded from the center of the feed slot.

## 7. Troubleshooting

| Problem | Potential causes | Solution |
|---|---|---|
| The equipment is not functioning | The plug is not plugged in, no power | Push the plug into the socket thoroughly |
| | Voltage of the power is too low | Provide rate working voltage |
| | The wastebasket has not been pushed into the predetermined position | Push the wastebasket into the predetermined position |
| | The equipment is overheated and entered into protection mode due to prolonged use | Wait for a while till the equipment is cooled down |
| | Paper is too thin or too soft | Add a thicker paper or fold the paper multiple time to increase the thickness |
| | The wastebasket bucket is full | Clean the wastebasket |
| | Overload issue has not been resolved | Reduce the pages of paper and reload the paper into the feed slot |
| The shredder is stalled | Paper jam | Press the "Reverse" bottom to eject the jammed paper |
| The shredder motor will not stop running | The feed slot is covered with paper dust and other foreign matter | Clean up the feed slot area |
| Operating noise is too loud | Equipment has been put on hallow or unleveled floor | Adjust the placement of the machine |

Note: If there is a malfunction condition that can't be troubleshoot through the above method, please stop using the shredder immediately, unplug the power cord and notify the local service unit for service, please don't attempt to disassemble the unit by yourself!

## 8. Recycling

Be sure to send used and waste electronics and packaging materials to a special recycling site to prevent uncontrolled waste disposal and facilitate material recycling.

# WARRANTY CARD

Thank you for your purchase of our products. The interests of customers who purchase our products will be protected. For any malfunction due to product quality problems. please contact authorized local dealers or service centers with this receipt and the warranty card.

**Warranty terms:**

1. For product failures occur under normal operating circumstances, free of charge repair and spare parts replacement service shall be provided by our company within one year commencing from date of purchase.
2. Customers are required to present this warranty card and the original purchase invoice to our company upon request for warranty service. This warranty card shall be valid only after the following form is filled out in details and affixed with official seal of the dealer.
3. No free of charge repair service shall be provided in the event of any of the following circumstances:
   (1) Expiration of the warranty period;
   (2) Damages caused by improper use, maintenance or storage not in accordance with the requirements of the user manual;
   (3) Failure or damage resulting from unauthorized disassembly, repair or modification;
   (4) Failure or damage caused by force majeure;
   (5) Wear parts or accessories.

This warranty card is being delivered with the product, one card for one product. Please keep this warranty card in proper condition for free warranty service. There is no replacement if lost.

Date of Purchase: _____ Y _____ M _____ D

| | | | | | |
|---|---|---|---|---|---|
| Product Information | Product Name | | Serial Number | | |
| | Product Model Number | | Manufacturing Date | | |
| Customer Information | Company Name | | | Contact | |
| | Address | | | Phone | |
| Sales Information | Dealer Name | | | Contact | |
| | Address | | | Phone | |
| | Date of Purchase | | | Invoice No. | |

| Maintenance Record | Description of Malfunction | Maintenance Results | Customer Signature | Maintenance Technician Signature | Maintenance Date |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |

This copy shall be cut along the dotted line and kept by the dealer.

| | | | | | |
|---|---|---|---|---|---|
| Product Information | Product Name | | Serial Number | | |
| | Product Model Number | | Manufacturing Date | | |
| Customer Information | Company Name | | | Contact | |
| | Address | | | Phone | |
| Sales Information | Dealer Name | | | Contact | |
| | Address | | | Phone | |
| | Date of Purchase | | | Invoice No. | |

| Maintenance Record | Description of Malfunction | Maintenance Results | Customer Signature | Maintenance Technician Signature | Maintenance Date |
|---|---|---|---|---|---|
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**Special Disclaimer:**
While information of this manual has been rigorously checked and reviewed, we still cannot rule out the possibility of spelling mistakes and technical negligence and/or errors. Such negligence and/or errors will be corrected in the updated version(s) without further notice. The intellectual property of this manual belongs to our company, and no organization or individual is allowed to change the content.

## CERTIFICATE

Inspector: _____

Date of Manufacture: _____

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**KEEP FOR FUTURE USE**

Version: 1.0
Date: 10-2022