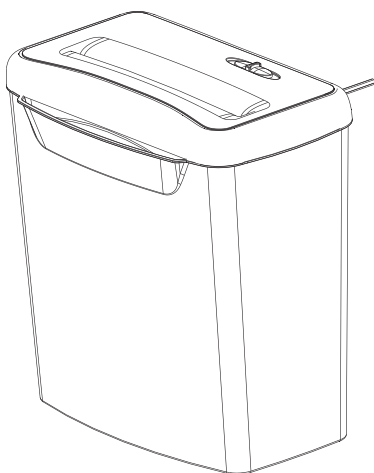


J.BURROWS

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Instruction Manual PAPER SHREDDER

Model: JBSHS360A



Please read the following instructions carefully before using,
and keep it for future use.



JBURROWS Warranty 3 years

Product Warranty – valid for Australian customers only

Officeworks Ltd warrants that this product will be free from defects and work as intended for 3 years from the date of purchase by the original customer. If the product has any defects or does not work as intended during the Warranty Period, Officeworks will, at its election and at its expense, repair or replace the product.

This warranty does not apply:

- to cosmetic damage;
- where the product has not been used in accordance with all provided instructions;
- to damage arising from fair wear and tear;
- where the product has not been subject to reasonable use;
- where the product has been intentionally or negligently damaged; and/or
- if the customer has attempted to repair the product.

To make a claim under this warranty, please return your product with your receipt or proof of purchase to your nearest Officeworks store or contact 1300 633 423.

This warranty is provided in addition to any rights you may be entitled to under the Competitions & Consumer Act 2010.

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.

Know Your Appliance

Function switch (Rev / Off / Auto)

REV: the machine will reverse paper when you place the switch on this position

OFF: the machine will stop working

AUTO: When you place the switch on this position

Shredder head

Power cord

Paper /Credit card entry

Waste bin



Using Your Shredder

SETTING UP THE SHREDDER

- 1.Remove the shredder from its carton and unwind the cord to its full length.
- 2.Place the waste bin on a firm level surface in a stable upright position.
- 3.Take the main shredder unit and put it onto the waste bin.
- 4.Make sure the function switch is in the “OFF”position .
- 5.Connect the plug to the 220-240 V AC mains.

AUTO MODE

- 1.To use this mode, turn the function switch to“AUTO”.
- 2.Feed the paper / credit card into the paper throat, the shredder will operate to shred the paper.
- 3.Once all the papers / credit cards have been shredded, it will stop itself.

OFF MODE

To switch the shredder off, turn the function switch to the “OFF”position.

REVERSE MODE

- 1.To switch the shredder to this mode, switch the function switch to “REV”position.
- 2.The cutting blade in the shredder will run in the reverse direction.

PAPER JAM

- 1.Turn the function switch to“REV”position to let the cutting blade run in the reverse direction. The paper will reverse out from the throat.
- 2.Pull out the paper carefully to clear the throat.
- 3.Once the jammed paper is removed, turn the function switch to“AUTO”position for normal operation.

DISPOSE OF WASTE

- 1. Ensure power is off at mains.
- 2. Dispose of shredder waste.
- 3. Re-assemble shredder correctly before shredding.

MAINTENANCE

The use of J.Burrows Shredder Oil or J.Burrows Shredder Oil Sheets is recommended to clean the shredder mechanism and maintain the cutting quality.

MOTOR OVERHEAT SAFETY DEVICE

Your shredder is fitted with a safety device that switches off in the unit in event of an overload. During an overload situation, the unit will stop automatically, and the overheat protection indicator will light up. Turn the unit off and unplug from the mains. Allow the motor to cool down to room temperature before resuming operation. If the unit fails to operate or the safety device switches the unit off again, return the unit.

Product Specification

Model:	JBSHS360A
Dimension:	310x190x325mm
Net weight:	3.2kg
Paper entry width:	220mm
Duty cycle:	2 min ON 40min OFF
Waste bin volume:	13 Litre
Shred paper capacity:	7 sheets(A4 80gsm)
Featrues	Shreds paper, credit cards
Shred size:	4x40mm
Noise level:	73 dB approximately
Voltage:	220-240V~ 50Hz
Current:	1.0A










Cleaning

- The paper shredder requires regular cleaning.
- 1.Before cleaning ensure power is switched off at mains and plug has been removed.
 - 2.Clean the outer surface with a soft damp cloth only.
 - 3.Ensure the unit is dry before connect to the mains.

Important Safety Warnings

When using the electrical appliances, basic safety precautions should always be observed including the following :

- Read all the instructions carefully before using.
- To protect against electric shock, do not immerse the machine in water or any other liquid.
- Do not operate the appliance with a damaged cord or plug or after the appliance malfunctions, or has been damaged in any manner. Return the appliance to the nearest authorized service centre.
- Remove any pins or paper clips from paper before shredding.
- Do not shred film, label paper, clothing or plastic.
- Not intended for use by children.
- Always operate shredder on a flat surface.
- A full waste bin may lead to a paper jam, empty waste bin before it is full.
- Retain this instruction manual for further reference.

 WARNING	
 Safety First	 Keep children away from the machine. This machine should be operated by adults only.
 Never insert fingers into opening.	 Please keep soft cloths, ties far away from the paper entry.
 Please keep your hair far away from the shredder	 Please do not spray onto or shred near any flammable materials as it may cause a fire. shred in a well ventilated area.
 Please do not shred carbon paper, thermal paper, wet paper, adhesive paper, newspaper, film, clothing or plastic as it may cause machine failure.	 Operation, maintenance, and service requirements are covered in the instruction manual. Read the entire instruction manual before operating shredders.

Shredder will stop shredding after a period of continuous use.
Wait for shredder to cool down before trying again.
Check product instructions for run times.

