

Fellowes

WORK BETTER™

Powershred® Shredmate The World's Toughest Shredders®



PLEASE READ THESE INSTRUCTIONS BEFORE USE.
DO NOT DISCARD: KEEP FOR FUTURE REFERENCE.

ENGLISH

Model Shredmate



KEY

A. Shredder head	E. Control switch
B. See safety instructions	1. Auto-On
C. Paper/Card entry	2. OFF
D. Bin	3. Reverse

CAPABILITIES

Will shred: Paper, plastic credit cards, staples and junk mail

Will not shred: Continuous forms, adhesive labels, transparencies, newspaper, CDs/DVDs, cardboard, paper clips, laminates, file folders, X-rays or plastic other than noted above

Paper shred size:

Cross-Cut 4mm x 22mm

Maximum:

Folded sheets per pass	4*
Cards per pass	1*
Paper width	115mm

*A4 (70g), paper at 220-240V, 50/60 Hz, 1.3Amps; heavier paper, humidity or other than rated voltage may reduce capacity. Maximum recommended daily usage rates: 20 sheets; 5 credit cards. 4 folded sheets per pass.

⚠ WARNING: IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!



- Operation, maintenance, and service requirements are covered in the instruction manual. Read the entire instruction manual before operating shredders.



- Keep away from children and pets. Keep hands away from paper entry. Always set to off or unplug when not in use.



- Keep foreign objects — gloves, jewelry, clothing, hair, etc. — away from shredder openings. If object enters top opening, switch to Reverse (R) to back out object.



- DO NOT use aerosol products, petroleum based or aerosol lubricants on or near shredder. DO NOT USE "CANNED AIR" OR "AIR DUSTERS" ON SHREDDER. Vapors from propellants and petroleum based lubricants may combust causing serious injury.



- Do not use if damaged or defective. Do not disassemble shredder. Do not place near or over heat source or water.

- Avoid touching exposed cutting blades under shredder head.

- Shredder must be plugged into a properly grounded wall outlet or socket of the voltage and amperage designated on the label. The grounded outlet or socket must be installed near the equipment and easily accessible. Energy converters, transformers, or extension cords should not be used with this product.

- FIRE HAZARD — Do NOT shred greeting cards with sound chips or batteries.

- For indoor use only.

- Unplug shredder before cleaning or servicing.

BASIC SHREDDING OPERATION

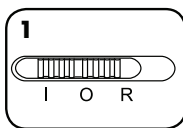


Continuous operation:

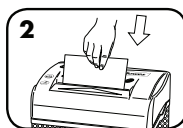
Up to 4 minutes maximum

NOTE: Shredder runs briefly after each pass to clear entry. Continuous operation beyond 4 minutes will trigger a 15-minute cool down period.

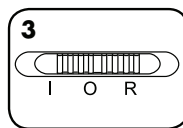
PAPER / CARD



Set to Auto-On (I)



Feed paper/card straight into paper entry and release



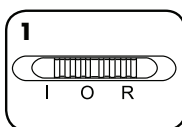
When finished shredding, set to Off (O)

PRODUCT MAINTENANCE

OILING SHREDDER

All cross-cut shredders require oil for peak performance. If not oiled, a machine may experience diminished sheet capacity, intrusive noise when shredding and could ultimately stop running. To avoid these problems, we recommend you oil your shredder each time you empty your waste bin.

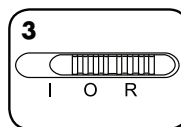
FOLLOW OILING PROCEDURE BELOW AND REPEAT TWICE



Set to Off (O)



*Apply oil across entry



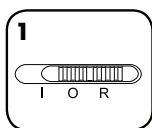
Set to Reverse (R)
2-3 seconds

CAUTION *Only use a non-aerosol vegetable oil in long nozzle container such as Fellowes 35250

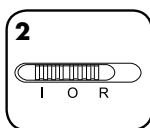


TROUBLESHOOTING

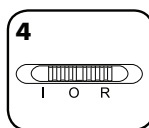
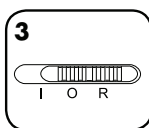
PAPER JAM



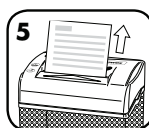
Set to Reverse (R)
for 2-3 seconds



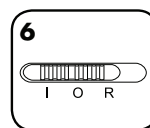
Alternate slowly back and forth



Set to Off (O)
and unplug



Gently pull uncut paper from paper entry. Plug in.



Set to Auto-On (I) and resume shredding

Shredder doesn't start:

Make sure head is on basket correctly
Wait 15 minutes for motor to cool down
Remove and empty basket

LIMITED PRODUCT WARRANTY

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 1 year from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for 1 year from the date of purchase by the original consumer. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, failure to comply with product usage standards, shredder operation using an improper power supply (other than listed on the label), or unauthorized repair. Fellowes reserves the right to charge the consumers for any additional costs incurred by Fellowes to

provide parts or services outside of the country where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.



CUSTOMER SERVICE & SUPPORT

www.fellowes.com

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Europe: 00-800-1810-1810

United Kingdom: +44 (0) 1302 836836

United States: 001-800-514-9057

Declaration of Conformity

Fellowes, Inc.

Unit 2 Ontario Drive, New Rossington, Doncaster, DN11 0BF, England declares that the product model Shredmate conforms with the requirements of the Restriction of Hazardous Substances Directive (2011/65/EU), the Low Voltage Directive (2014/35/EU), the Electromagnetic Compatibility Directive (2014/30/EU), the WEEE directive (2012/19/EU), and below harmonized European EN Standards.

Safety: EN60950-1: 2006/A2:2013

EMC Standard: EN55014-1:2006+A1:2009+A2:2011
EN55014-2:1997+A1:2001+ A2:2008
EN61000-3-2:2014
EN61000-3-3:2013

Year Affixed: 16

Itasca, Illinois, USA
April 2016

John Fellowes

W.E.E.E.

This product is classified as Electrical and Electronic Equipment. Should the time come for you to dispose of this product please ensure that you do so in accordance with the European Waste of Electrical and Electronic Equipment (WEEE) Directive and in compliance with local laws relating to this directive.

For more information on the WEEE Directive please visit www.fellowes.com/WEEE



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