



## **OPERATING INSTRUCTIONS FOR PERSONAL TRIMMER**

### **READ THESE INSTRUCTIONS BEFORE USING YOUR TRIMMER!**

#### **Safety**

All trimmers are individually checked for correct operation before distribution.

**When using this trimmer, please adhere to regulations governing the operation of trimmers and ensure that all safety features are working correctly.**

This machine has a rotating circular blade, which is pulled longitudinally through the material to be cut. The blade is housed in a plastic cutting head guard for safety.

**THIS TRIMMER MUST NOT BE OPERATED IF THE CUTTING HEAD IS NOT IN PLACE.**

It is an offence under the Offices, Shops and Railway Premises Act to use, or allow to be used a trimmer without the cutting head guard in place. Provided that the guard supplied with this machine is in place during operation, the machine conforms with BS5498: 1977.

**DO NOT TOUCH THE EDGE OF THE CIRCULAR BLADE WITH YOUR HAND UNDER ANY CIRCUMSTANCE!**

## **Features**

The two horizontal and one vertical scale bars marked on the trimmer table area are calibrated in centimetres (1). The photographic size markings and the degrees on the table area are meant as a guide only (2). The machines are provided with a ground steel circular cutting blade enclosed in a cutting head (3) and an automatic clamp (4).

## **Operating the trimmer**

The machine is able to cut up to 5 sheets of 70 gsm paper in one pass. It can also cut light card, acetates and other thin materials. Any attempt to exceed the stated single pass capacities could result in damage to the machine.

The rotating circular blade is pulled longitudinally through the material to be cut. The blade housing is fitted to a support bar along which it runs. The machine will cut in both directions along the support bar axis.

With the blade housing parked at one end of the support bar insert the material to be cut underneath the clear plastic clamp. Push the material through until the place that you wish to cut is aligned with the table area cutting edge. Use the plastic moulding at the top or the bottom of the trimmer (5) as a guide to ensure that the material is set square to the blade before cutting. For a good quality cut, even with the thinnest material, it is advisable to pull the blade housing along the cutting support bar gently and evenly. Moving the blade housing along the support bar automatically engages the plastic clamp to ensure that the material is held securely in position. Pull the blade housing along the entire length of the cutting support bar and park it at the opposite end from which you started before attempting to remove the material you are cutting. The scale bars and table markings can be used to help achieve an accurate cut.

## **Changing the blade**

The rotating circular blade on Trimmers is designed to be self sharpening. However, depending on usage, it is likely that the blade will eventually become blunt. This can be detected by reduced cutting capacity and greater effort required to run the blade housing along the support bar. Trimmers have been designed to ensure that replacement of the blade is a simple operation.

The blade housing support bar (6) is clipped into the trimmer's moulded plastic end caps (7). Simply unclip the support bar at one end from the plastic moulded end cap and slide off the entire old blade housing. Slide the new blade housing onto the support bar ensuring that it is the same way round as the old one (the rubber wheel inside the blade housing should sit on top of the automatic plastic clamp and the circular rotary blade should run alongside the metal table area of the trimmer). Gently clip the free end of the support bar back into the plastic moulded end cap.

**DAHLE®**

Dahle North America, Inc.  
49 Vose Farm Road  
Peterborough, NH 03458  
Tel. (800) 995-1379  
info@dahle.com



www.dahle.com