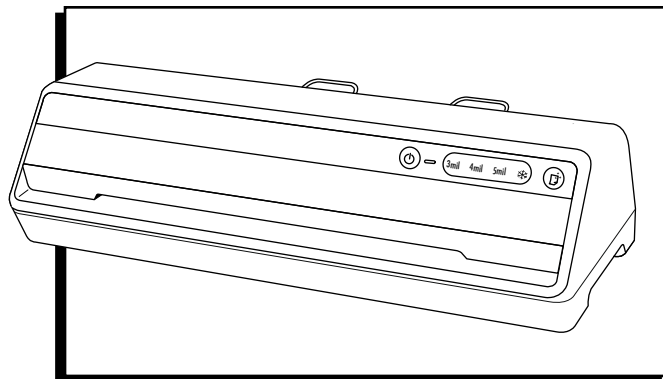


# ULINE H-12139 12" LAMINATOR

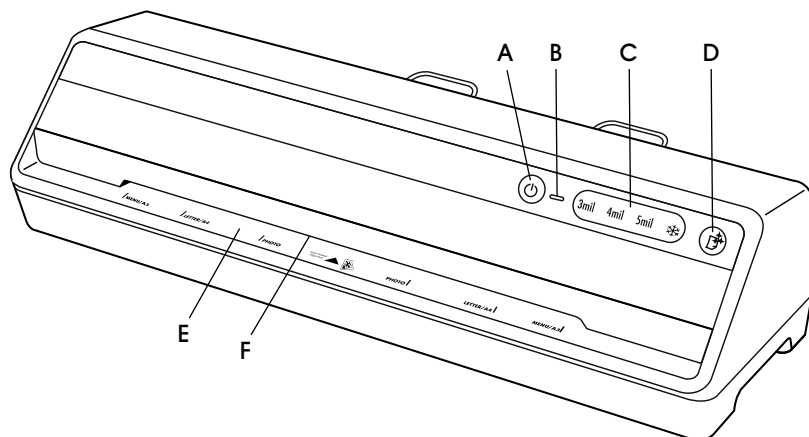
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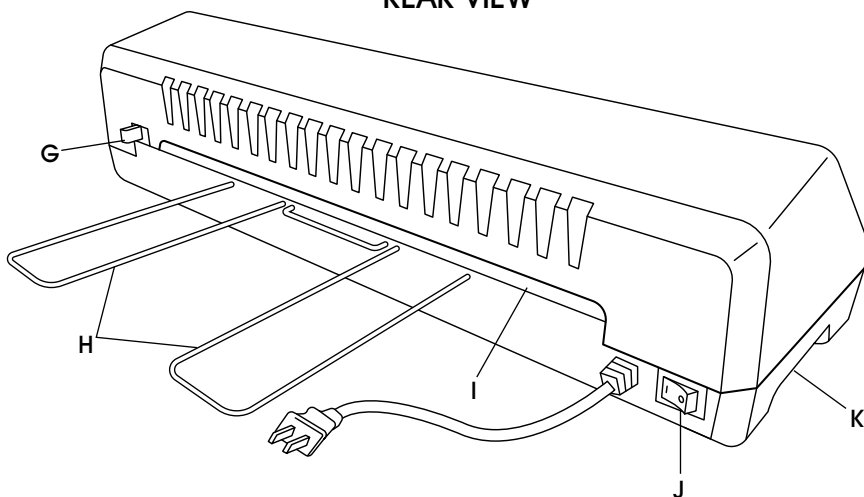
**WARNING!** For your protection, do not connect the laminator to electric power until you read the original manual thoroughly and familiarize yourself with all controls and operating features.

## PARTS

FRONT VIEW



REAR VIEW



A	Power Button
B	Indicator Light
C	Pouch Selection Buttons
D	Clean Alert System Indicator/Button
E	Entry Support Shelf
F	Pouch Entry Slot
G	Reverse Lever
H	Exit Tray
I	Pouch Exit Slot
J	On/Off Switch
K	Carry Handles

## FEATURES

### AUTO SHUT OFF

If machine is not active for 30 minutes, the Sleep Mode function will place the machine into standby mode. All LEDs will blink dimly. To operate the machine, press any button or cycle the power switch.

### RELEASE FUNCTION

To remove or realign a pouch during lamination, activate the release lever located at the rear of the machine. The pouch can only be removed from the entry slot when the lever is activated.

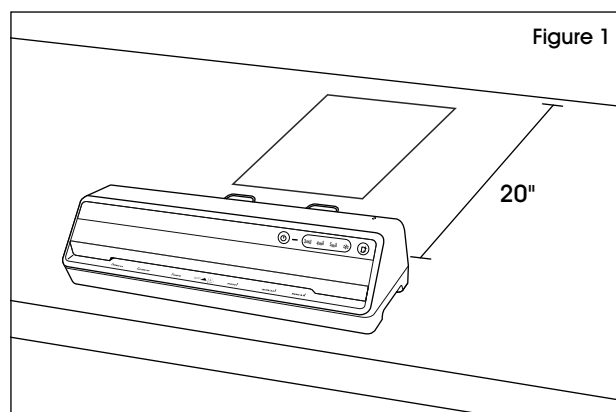
### CLEAN ALERT SYSTEM

The **CLEAN ALERT** button will light up white to notify user to clean the laminator rollers. While machine is warm, run a cleaning sheet through the machine to clean residue off the rollers. It is recommended to use the front and back sides of the cleaning sheet to run through the machine twice.

The "Clean Alert" light will reset automatically when a Fellowes® cleaning sheet is used. To manually reset this function, press the **CLEAN ALERT** button.

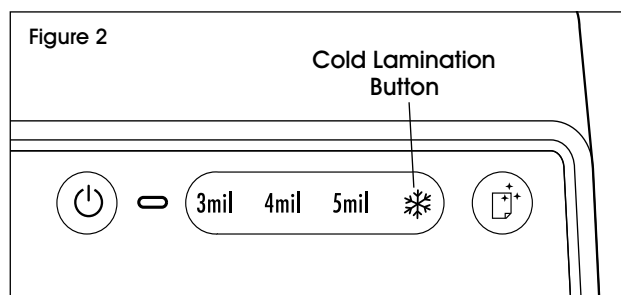
## SETUP

- Ensure the machine is on a stable surface.
- Ensure there is enough space behind the machine (minimum 20") to allow items to pass through freely. (See Figure 1)
- Plug machine into an easily accessible wall outlet.
- Fit exit tray to the rear of the machine.



## OPERATION

1. Switch power on (switch is located on the back of the machine).
2. Press **POWER** button on front of machine. The control panel buttons will flash once as part of a check light system to ensure proper function.
3. Select heat setting. Press the 3, 4, 5 mil or snowflake (cold lamination) button. (See Figure 2)



**NOTE:** Machine defaults to the 3 mil heat setting. For 4 mil, 5 mil or cold laminating, press the corresponding pouch selection button.



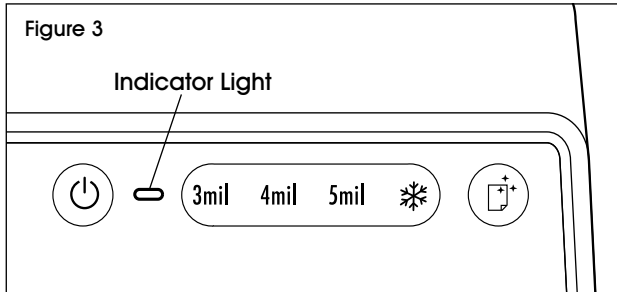
**NOTE:** Self-adhesive pouches should only be used with the cold lamination setting.



**NOTE:** To use cold lamination setting after hot lamination, you may have to wait 30-60 minutes for laminator to cool down.

## OPERATION CONTINUED

- The indicator light will pulse green while warming up. When ready, the machine will beep, and indicator light will turn solid green. (See Figure 3)



- Place document into an open pouch. Ensure document is centered against the sealed edge.

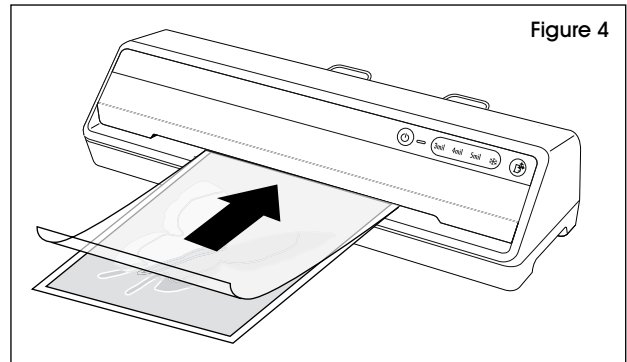


**NOTE:** Use an appropriately sized pouch for the document.

- Insert pouch into laminator sealed edge first. Keep the pouch straight and centered within the slot, not at an angle. (See Figure 4)



**CAUTION!** Pouch may be hot and soft after exiting the machine. For best quality and to prevent jamming, remove pouch immediately. Always remove laminated pouch before starting next laminate.



- Place pouch on a flat surface to cool. If necessary, trim excess material from around the item after it has cooled.

## MAINTENANCE

### STORAGE AND CLEANING

Clean inside of laminator with cleaning sheets. While machine is warm, run sheets through the laminator to clean residue off the rollers. It is recommended to use cleaning sheets with the machine regularly.



**IMPORTANT!** Switch off machine at the wall and allow it to cool.

Clean outside of laminator with a damp cloth. Do not use solvent or flammable materials to polish the machine.

## TROUBLESHOOTING

PROBLEM	CAUSES	RECOMMENDATIONS
No control panel illumination.	Machine not switched on.	Switch on machine at rear next to plug inlet and at the wall socket.
Lamination feed sensor LED is blinking.	Laminate was mis-fed.	Hold down the release lever and remove the item by hand
All LEDs are dimly blinking.	Laminator has gone into Auto Shut Off mode.	Press any button or cycle the power switch to restart the machine.
Pouch does not completely seal the item.	Item may be too thick to laminate.  Temperature setting may be incorrect.	Check pass through thickness is correctly selected and pass through again.  Check pouch thickness is correctly selected and pass through again.
Pouch has waves or bubbles.	Temperature setting may be incorrect.	Check pouch thickness is correctly selected and pass through again.
Pouch is lost in the machine.	Pouch is jammed.	Operate the release lever and remove the item by hand.
Jamming.	Pouch was inserted open end first. Pouch was not centered on entry. Pouch was not straight upon entry. Empty pouch was used.	
Pouch is damaged after lamination.	Damaged rollers or adhesive on rollers.	Pass cleaning sheets through the machine to test and clean rollers.
Cleaning button stays illuminated after cleaning sheet has gone through laminator.	Laminator unable to read lines on cleaning sheet.	Manually press cleaning button to turn off illumination.

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