

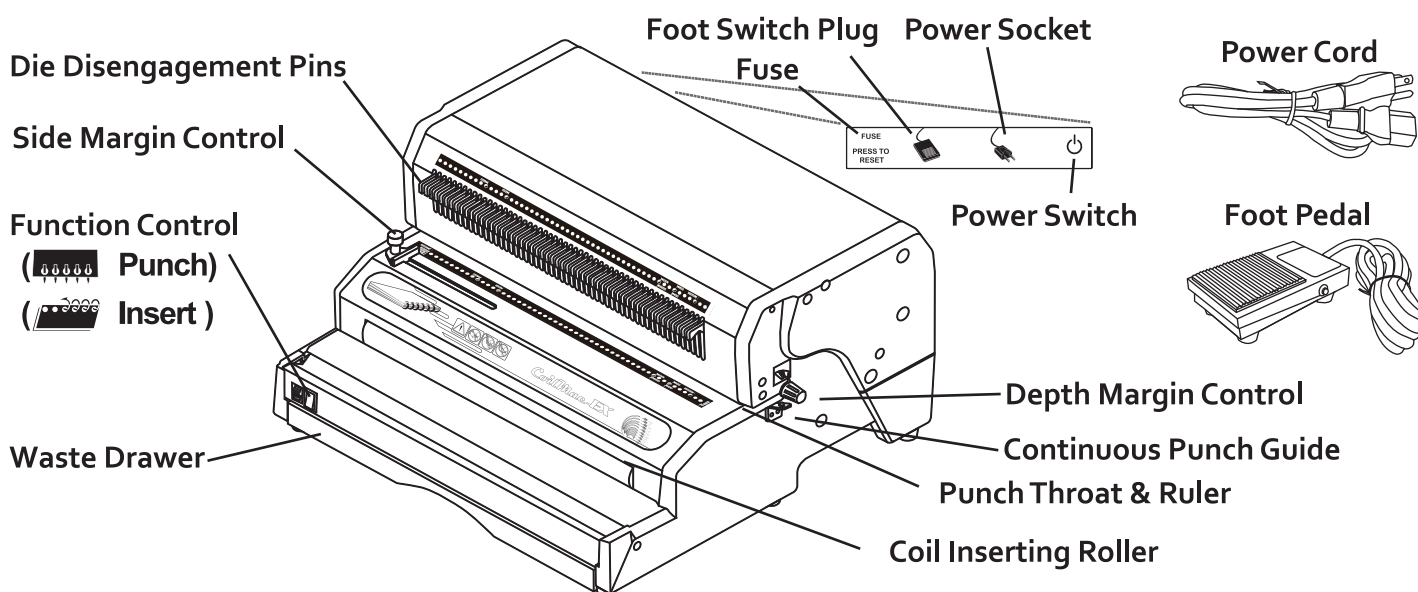
Introduction

Congratulations on the purchase of your new **CoilMac-EX**, a Professional and Heavy-Duty Coil Punch and Binding Machine. Your **CoilMac-EX** was designed with a full range of functions and premium quality components to guarantee you an effortless and professional bind, as well as many years of trouble-free service.

Important

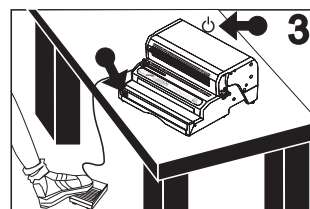
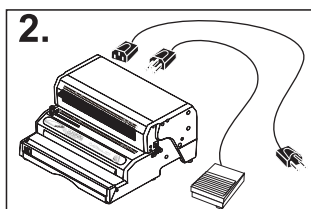
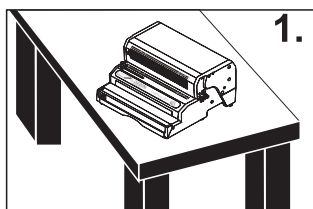
We recommend that you take a few minutes to familiarize yourself with the functions of your new machine. You will find that with just a little practice, any person can achieve professional results.

Features



Assembly

1. Place your new **CoilMac-EX** on top of a sturdy working table (Picture 1).
2. Plug the power cord and foot pedal into the back of the machine (Picture 2).
3. Turn on the power switch and place the foot pedal on the floor (Picture 3).

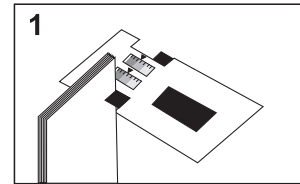


Safety Instructions

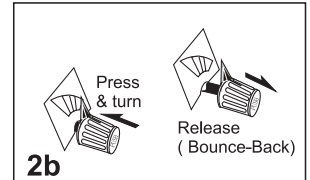
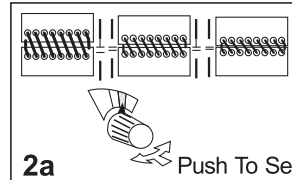
- * Keep fingers, hair, jewelry, neckties and any other loose clothing or objects away from the roller, as they may be accidentally pulled into the roller during use.
- * Do not allow children to operate the machine, as it is not a toy.
- * Always turn off the machine and place the foot pedal out of reach when machine is not in use.
- * To reduce the risk of electrical shock, never operate the machine near water.
- * Do not use the machine if the power cord is damaged.
- * Do not allow the electrical cord to be in contact with hot surfaces.
- * In case of malfunction, please contact your dealer for technical support.

Setup

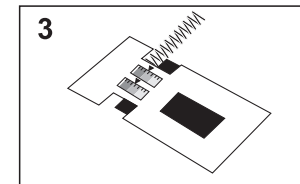
1. Use the included **Coil Size Guide** to determine the correct Depth Margin and Coil Diameter for your book (Picture 1).



2. Push and turn the **Depth Margin Control** to 1 of 4 colors depending on the size of your book. (Picture 2a). The Depth Margin Control knob should lock into 1 of 4 positions (Picture 2b).



3. OPTIONAL: Use the Coil Diameter Selector to check that you are using the correct coil size for your book (Picture 3).



Punching

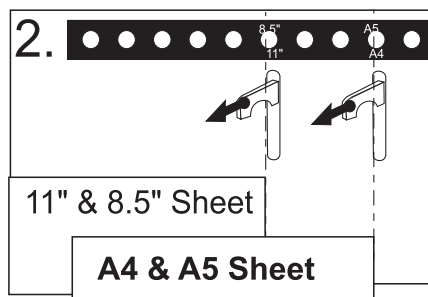
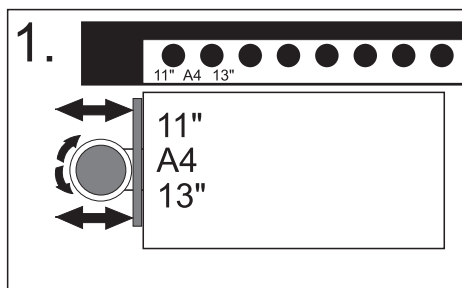
1. Make sure the **Function Control** on the front of the machine is set to Punch.
2. Use the Punch Throat Ruler and Side Margin Control to center the punching of your document (Picture 1 and 2). To see if you need to disengage any holes, insert a sheet and disengage any hole that is left partially exposed on the Punch Throat Ruler. Failure to do so, will leave a partially punched hole at the edge of your document.

For CoilMac-EX (Round Holes)

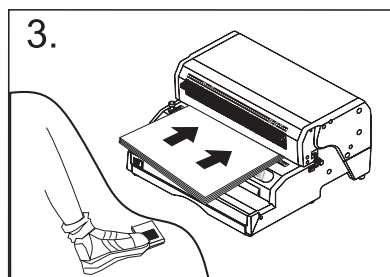
Various disengageable pins can be found at strategically designed positions to avoid partially perforated holes in the most common sheet sizes (8-1/2", 11", 14", A4, A5, etc.).

For CoilMac-EX+ (Oval Holes)

All holes are disengageable which guarantee a clean punch on sheets of any size.



3. Insert sheets and press the foot pedal to punch.



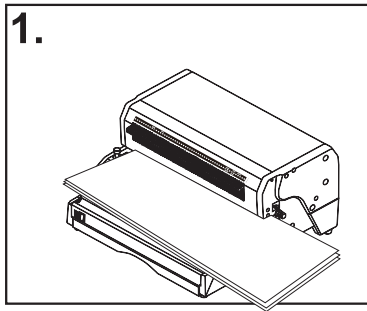
TIPS

Maximum single punching capacity is **25 sheets** (20 lb paper).

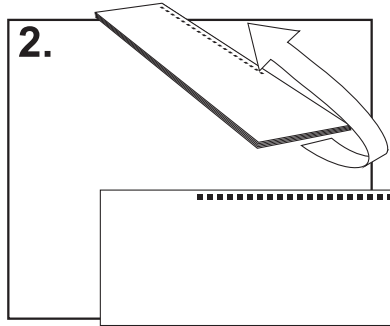
Recommended number of sheets per punch (for maximum equipment durability): 20 sheets (20 lb paper).

Empty the waste drawer from time to time. An overfilled waste drawer may cause the machine to malfunction and void your warranty.

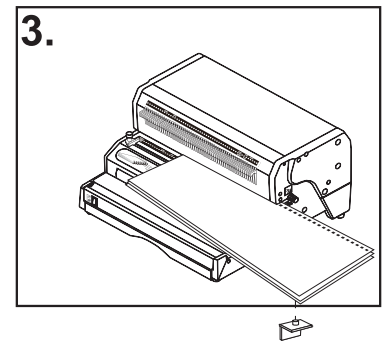
For Documents Larger than 14" (356 mm)



1. Align sheets as indicated on punch throat ruler. Insert sheets and press foot pedal to punch the left side first.



2. Remove the sheets and flip them over as illustrated. The punched holes should now be on your right side.

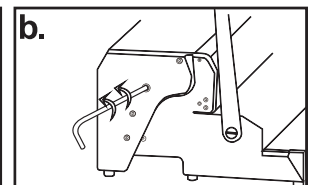
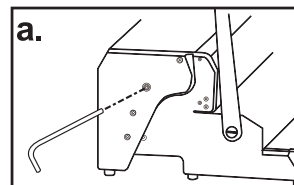


3. Insert the sheet from the right hand side and put the **Continuous Punch Guide** alignment knob into one of the holes. Now press the foot pedal to punch the holes on the left.

IN CASE OF PAPER JAM

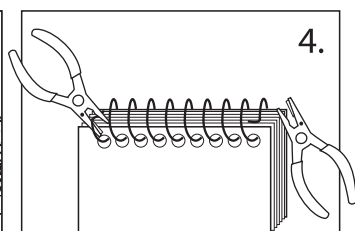
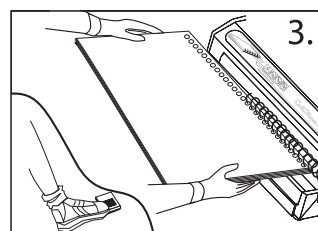
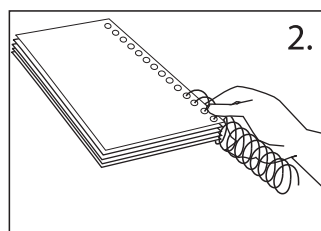
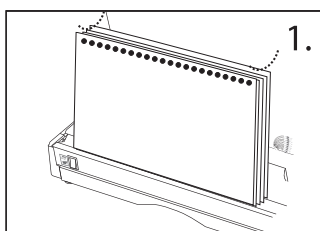
The punch cycle will automatically stop when the machine is overloaded with too many sheets. When this occurs, please use the manual jam release.

1. Shut off the power switch.
2. Insert a 6 mm Allen key (not included) into the hole in the left side panel of the machine (Picture A).
3. Rotate the Allen key counter clockwise to pull the punch pins out of the sheet (Picture B).
4. Remove all sheets from the punch throat.
5. Remove Allen key from the machine, then turn ON the power and press the foot pedal to make sure machine operates correctly.



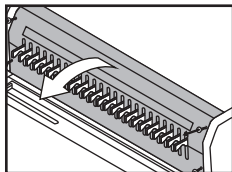
Coil Inserting

1. Make sure the **Function Control** on the front of the machine is set to Insert.
2. Align punched document in **Alignment Channel**. This feature is especially useful for larger documents (Picture 1).
3. Insert the coil by hand into the first 4 to 5 holes (Picture 2).
4. Hold document evenly against the roller, with the coil touching the roller (Picture 3).
5. Press the foot pedal and the roller will spin the coil through the punched holes (Picture 3).
6. Release the foot pedal once the coil has been inserted all the way through the book with about 1/2" on each side. Note: If the coil is over inserted, flip the book over and spin it through again.
7. Use coil crimpers to cut and crimp the excess coil on each side of the book (Picture 4).

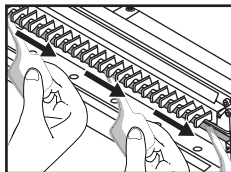


Maintenance

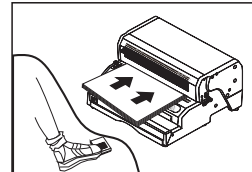
It is recommended you lubricate the punching blades inside the machine 1-2 times a year depending on use.



1. Take off the front cover of the machine by first removing the 4 screws.



2. Lubricate the punching blades with lithium or synthetic grease.



3. Punch scratch paper or paper towels to get rid of excess residue.

Technical Information

CoilMac-EX

Partial disengageable pins, Round (4mm) holes, 0.25" pitch



CoilMac-EX41+

Fully disengageable pins, Oval (4 x 5mm) holes, 0.2475" pitch



BINDING FORMAT

	CoilMac-EX41+	CoilMac-EX41	CoilMac-EX51	CoilMac-EX06
Legal (14" or 356 mm)	= 54 + 2 holes	= 53 + 2 holes	= 65 + 5 holes	= 55 + 2 holes
Oficio (13" or 330 mm)	= 52 holes	= 53 holes	= 65 holes	= 54 holes
A4 (11.69" or 297 mm)	= 47 holes	= 46 holes	= 59 holes	= 49 holes
Letter (11" or 279 mm)	= 44 holes	= 43 holes	= 55 holes	= 46 holes
A5 (8.27" or 210 mm)	= 33 holes	= 33 holes	= 41 holes	= 34 holes
1/2 Letter (8.5" or 215.9 mm)	= 34 holes	= 32 holes	= 42 holes	= 35 holes

	No. Sheets (20 lbs)	DOCUMENT		COIL mm	No. Sheets (20 lbs)	DOCUMENT		COIL mm
		inch	mm			inch	mm	
CAPACITY & DIAMETER	25	1/8"	3.2 mm	5 mm	180	3/4"	19.0 mm	20 mm
	35	5/32"	4.0 mm	6 mm	200	25/32"	19.8 mm	22 mm
	45	3/16"	4.8 mm	7 mm	230	7/8"	22.2 mm	25 mm
	60	1/4"	6.4 mm	8 mm	250	1 "	25.4 mm	28 mm
	70	9/32"	7.2 mm	9 mm	280	1-1/16"	27.0 mm	30 mm
	80	5/16"	7.9 mm	10 mm	300	1-1/8"	28.5 mm	32 mm
	100	13/32"	10.3 mm	12 mm	350	1-5/16"	33.3 mm	38 mm
	120	15/32"	11.9 mm	14 mm	400	1-9/16"	39.7 mm	45 mm
	150	19/32"	15.0 mm	17 mm	450	1-7/8"	47.5 mm	50 mm

Warranty Policy

Your machine has a warranty of one year from the date of purchase. In the event of a manufacturer's defect, your distributor will repair or replace the machine at their option. This warranty does not cover damages due to improper use or mis-treatment of the unit, including any extraordinary event leading to the damage of the machine, whether it is reversible or not.

If the machine is not working properly, please contact your dealer for technical support. Please have your machine's serial number and purchase date ready. If the machine must be returned for repair, it is your responsibility to properly pack and ship the machine as any damage incurred during its transportation is not covered by our warranty policy.