



Roll Laminator Operating Manual

Versalam-1300/ 2700EP



OPERATING INSTRUCTIONS

1 IMPORTANT SAFEGUARDS

When using electrical machines, basic precautions should always be followed to reduce the risk of electric shock and injury to people, including the following:

1. Read all instructions.
2. Always unplug the machine when not in use or before cleaning.
3. Do not use outdoors.
4. Extreme caution should be taken when the machine is used by or near children or disabled persons.
5. To protect against risk of electrical hazards, do not immerse cord, plugs, or the whole machine in water or other liquids.
6. Do not operate the machine with a damaged cord or plug, or after the machine malfunctions, has been dropped or is damaged in any manner. Return the machine to the nearest authorized service facility for examination, repair, or adjustment. **Please keep the original packaging to ensure that the machine is secure and protected when returning for repair. This is particularly important when returning the machine for repair within its warranty period.**
7. Do not use accessory attachments not recommended or sold by the machine's manufacturer.
8. Do not let the cord touch hot surfaces or hang over the edge of the work table.
9. Do not use the machine for other than its intended use. This machine is intended for Office or Household use only.
10. The socket outlet shall be near the machine and shall be easily accessible.
11. Warning-hazardous moving parts-keep fingers and other body parts away.

2 LOCATION

1. Please remove the laminator carefully from its packaging and place it on a flat work surface. Place the machine in an area where it will normally be used, ensuring adequate room for the finished laminate to flow or slide out at the back.
2. Please install the shield and feed tray at the correct positions until the two LED lights on the left side panel turn off, otherwise the machine will not feed the film.

3 MACHINE OPERATION

A. LAMINATING FUNCTION

(1) TWO-SIDED LAMINATION

LOADING THE FILM

This machine has the capability of loading laminating film with 1” cores or with 3” cores using the included core adapters. Unpack the upper and lower rods. Remove the feed tray. **Load the film onto the rods by turning the top rod clockwise and the bottom rod counter- clockwise as you push the rods through. Make sure to leave equal lengths of rod out of each end using the guide marks to correctly position the roll of film.** Load the rods on the laminator. When using the adapters for film with 3” cores, follow an adapter---film----adapter sequence onto the rod and fit the adapters onto the paper core. **Note: you cannot interchange the upper and lower rods.**

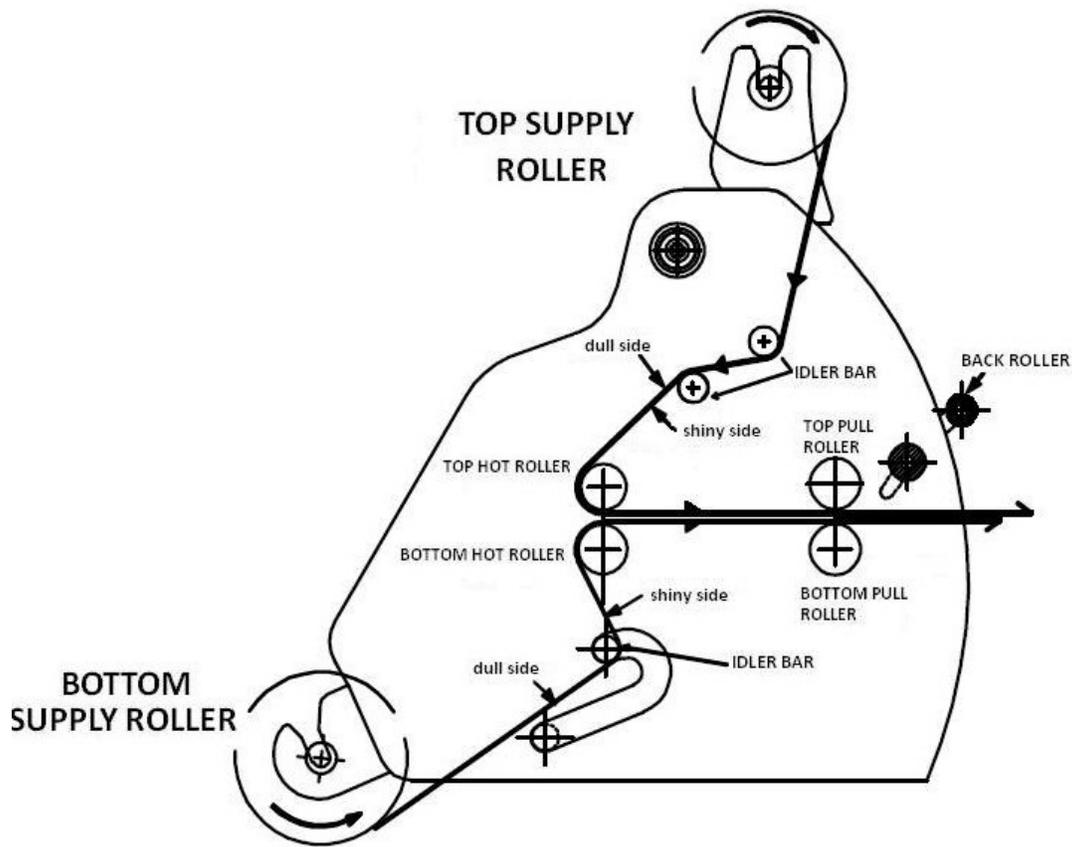
THREADING THE FILM

Read the threading card supplied with each roll of film carefully. Do not mistake the stabilizer bar for the idler roller.

1. To thread the film through the “hot rollers” & “pull rollers”, please pull the handle to the “UP” position to separate upper & lower hot rollers. User can slide down the lower idler bar along the slot for easier installation.
2. Thread the film by the rollers and make sure the film is perfectly aligned at the top and bottom
Note: Overlap will cause the top film to deposit adhesive on the hot rollers and pull rollers, so this procedure is critical.
3. Make sure the film is correctly threaded based on the threading guide.

ADJUSTING THE FILM TENSION

The top and bottom supply rolls should have about the same tension. By turning the top roll with one hand and the bottom roll with the other, it can be determined if one of the rolls is tighter than the other. Also, if the tension is not equal between the top and bottom rolls, the laminated product will curl. If it curls up when it comes out of the machine, the top roll is likely tighter than the bottom. If it curls down, the bottom roll is likely tighter. To increase tension, turn the adjusting knob clockwise. To decrease tension, turn the knob counter clockwise. Even tension on the top and bottom rolls ensures flat lamination.



ADJUSTING THE TEMPERATURE & SPEED

1. User should set up the temperature for upper and lower rollers separately. Turn on the power switch and press the “U” key, then the digital screen display will show the previous temperature setting of upper roller. Please adjust the temperature to the recommended setting based on the thickness of film being used by pressing the “TEMP/SET” “^” or “~” arrow keys. Similarly do the same way to set up the temperature of bottom roller by pressing the “L” key. Said recommendations are found in front of the machine’s left side panel. The digital screen display will beep showing the set temperature for 3 seconds before showing the actual machine temperature.

NOTE: to check the current temperature or temperature setting of upper or lower roller, please press the “U” or “L” key.

2. Once the temperature is set, press the “HOT” key to start the heating process and the heater light will turn on. Once the set temperature is achieved and the roller temperature is stabilized, the machine will start beeping and the ready light will turn on. Once the ready light stays on, you can set the recommended speed.
3. Press the “MOTOR” “^” or “~” arrow keys to set the motor speed. The following table gives some common temperature/speed setting for typical uses.

Film Thickness		Temperature	Speed
1.5 Mil (38 Micron)	Normal	120°C (248°F)	4
1.5 Mil (38 Micron)	Max. Output	135°C (275°F)	9
3 Mil (75 Micron)	Normal	120°C (248°F)	3
3 Mil (75 Micron)	Max. Output	130°C (266°F)	8
5 Mil (125 Micron)		135°C (275°F)	3
10 Mil (250 Micron)		140°C (284°F)	2

LAMINATING PROCEDURES

1. Push the handle to “DOWN” position to engage the rollers and then turn the motor switch to “RUN” position. The user can now start laminating as the machine starts feeding in film.
2. To put the lamination temporarily on hold without turning off the machine, user can turn the motor control switch to “STOP” position. This will cause the motor to stop running and the film will stop feeding.
3. To resume the lamination job, set the switch to “RUN” position again.

(2) ONE-SIDED LAMINATION

LOADING THE FILM

Unpack only the upper rod. Install nylon, BOPP or even thermal film by following an adapter---film---adapter sequence onto the rod and fit the adapters onto the paper core. Leave equal lengths of the rod out of each end. Use the guide to position the roll of film then tighten the screw on the adapter to secure the roll film. Load the rod on the laminator.

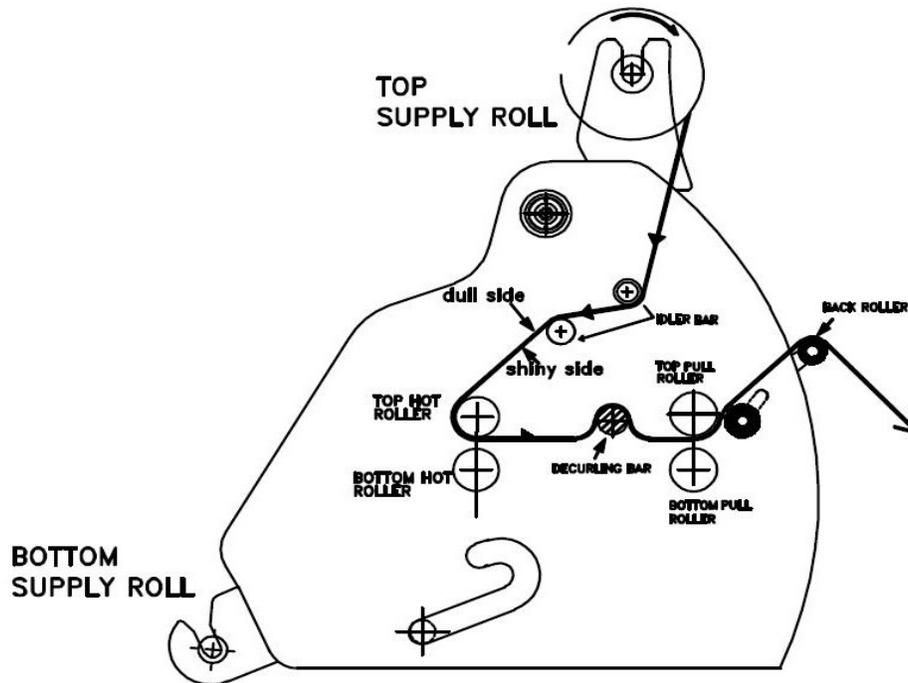
*Note: BOPP film is mainly suitable for 1-sided lamination on mounting boards or thick print sheets as it has a natural tendency to curl even with very little heat. For best results on 1-sided lamination without mounting, we recommend using nylon or thermal film for this application.

THREADING THE FILM

Refer to threading diagram for one side lamination. Do not mistake the reinforcing bar for the idler roller.

1. Please pull the handle to “UP” position to release pressure on all the rollers, then thread the film through the upper hot rollers & pull rollers.
2. Thread the film by the rollers and make sure the film is perfectly aligned.
3. Lift the left and right knobs found in between the front and back rollers to raise the middle de-curling bar. Set the knobs down on the raised slots to lock the de-curling bar in place. Simply skip this procedure when doing simultaneous mounting and one side laminating using nylon, BOPP or even thermal film.

ONE-SIDE LAMINATING FILM THREADING



ADJUSTING THE TEMPERATURE & SPEED

1. Turn on the power switch and make sure to turn off the “BOTTOM ROLLER HEATER” switch on the right side of machine.
2. Press the “U” key and the digital screen display will show the previous temperature setting of upper roller. Adjust the upper roller temperature by pressing the “TEMP/SET” “^” or “~” arrow keys and the digital screen display will beep showing the set temperature for 3 seconds before showing the actual machine temperature.
3. Once the temperature is set, press the “HOT” key to start the heating process and the heater light will turn on. Once the set temperature is achieved and roller temperature is stabilized, the machine will start beeping and the ready light will turn on. Once the ready light stays on, you can set the recommended speed.
4. Press the “MOTOR” “^” or “~” arrow keys to set the motor speed. The following table gives a common temperature/speed setting for typical use.

Nylon Film Thickness	Temperature	Speed
0.5Mil (12 Micron)	100°C(212°F)	3 ~ 4

5. Turn on the rear fans to prevent film from bunching in the back of the machine.

LAMINATING PROCEDURES

1. Push the handle to “DOWN” position to engage the rollers and then turn the motor switch to “RUN” position. The user can now start laminating as the machine starts feeding in film.

2. To put the lamination temporarily on hold without turning off the machine, user can turn the motor control switch to “STOP” position. This will cause the motor to stop running and the film will stop feeding.
3. To resume the lamination job, set the switch to “RUN” position again.

B. SAFETY SHIELD AND FEED TRAY SENSORS

Both the safety shield and feed tray activate sensors that allow the bottom roller to feed film when they are properly installed. Removal or misalignment of either or both of these items will cause the LED light to turn on and stop the rollers from feeding even when rollers are engaged. This is a safety feature that prevents fingers or any loose articles like neckties or straps from getting accidentally trapped in between the rollers and causing injury or property damage.

C. TEMPERATURE CONVERSION

This machine can display temperatures in either Celsius or Fahrenheit. To change to either one, simply press and hold the “TEMP/SET” arrow keys simultaneously.

D. GUIDE PLATES

This machine is equipped with guide plates on the left and right sides of the feed tray for proper alignment of materials to be laminated. For Versalam2700-EP, aside from being able to laminate 27" wide sheets one at a time, the user can also laminate up to two (2) 8.5"x11" prints simultaneously in either orientation by aligning them on each of the plates on both sides of the tray.

E. REVERSE FUNCTION

The machine is equipped with a reverse function. By pressing the REVERSE key, the machine will release documents out from the front of the machine to prevent any jam or damage.

F. FILM SLITTERS

This machine is equipped with safety film slitters in the back of the machine for trimming film in between sheets of laminated material. Simply slide the cutting edge across the film to remove the finished material. The short slitter is for 2-side laminated film while the longer slitter is for 1-side laminated material.

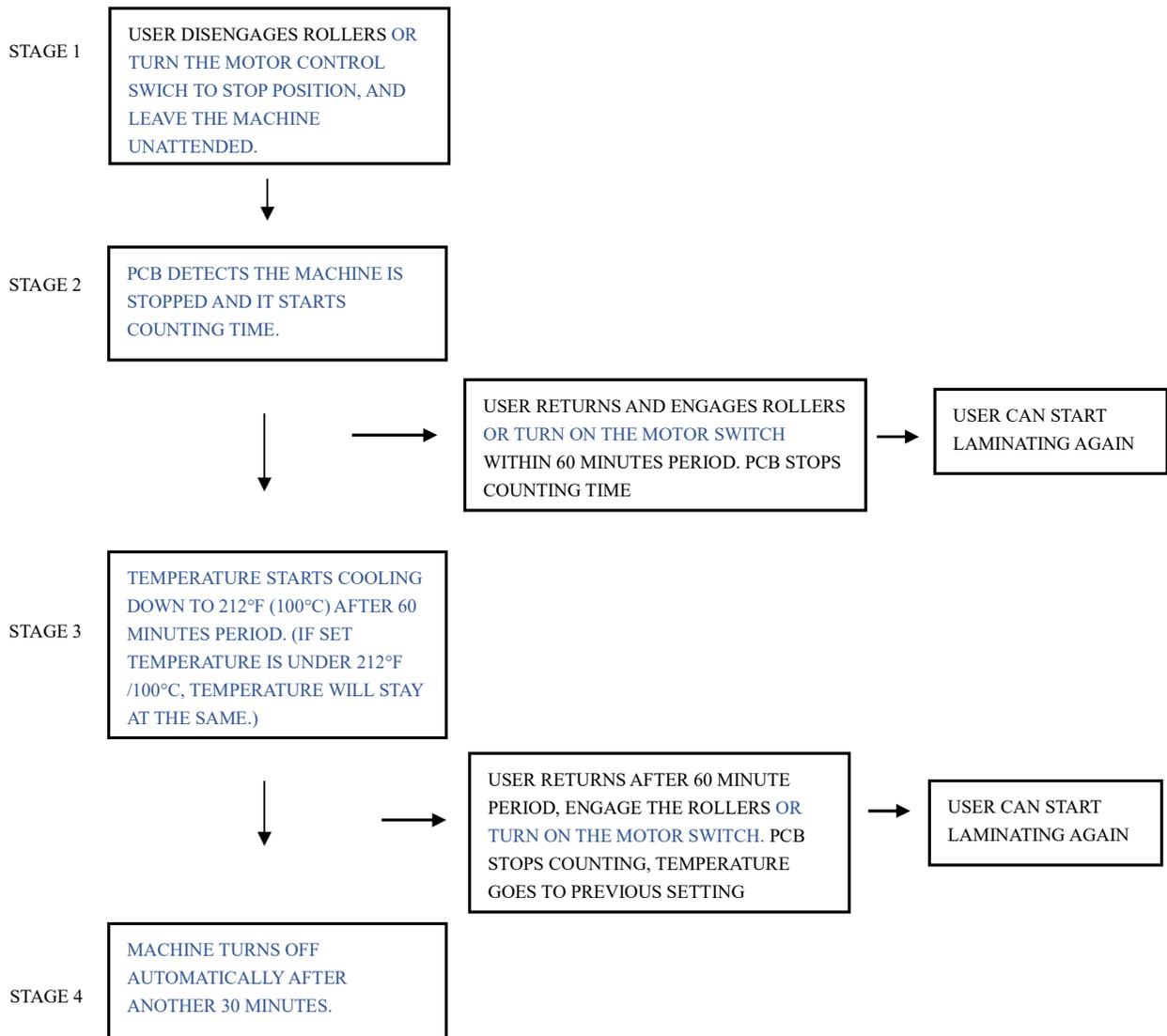
G. COOLING FANS

The cooling fans that come with this machine can be turned on or off. When turned on, these fans assist in cooling down the finished product, enhancing adhesion and preventing warping particularly when using thicker films.

H. AUTO SHUT-OFF FUNCTION

This machine is equipped with an auto shutoff feature with ON/OFF switch. When using the machine with this feature, turn on AUTO SHUTOFF switch found on the left side panel. The following is a step by step diagram of its operation:

CONTROL PROCESS FOR AUTO SHUT OFF

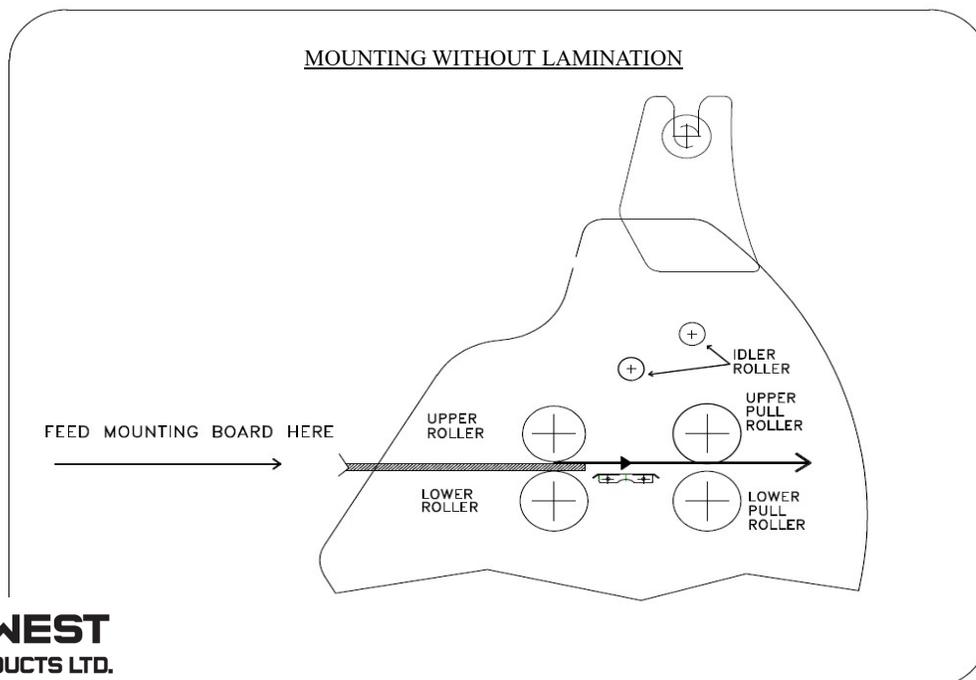


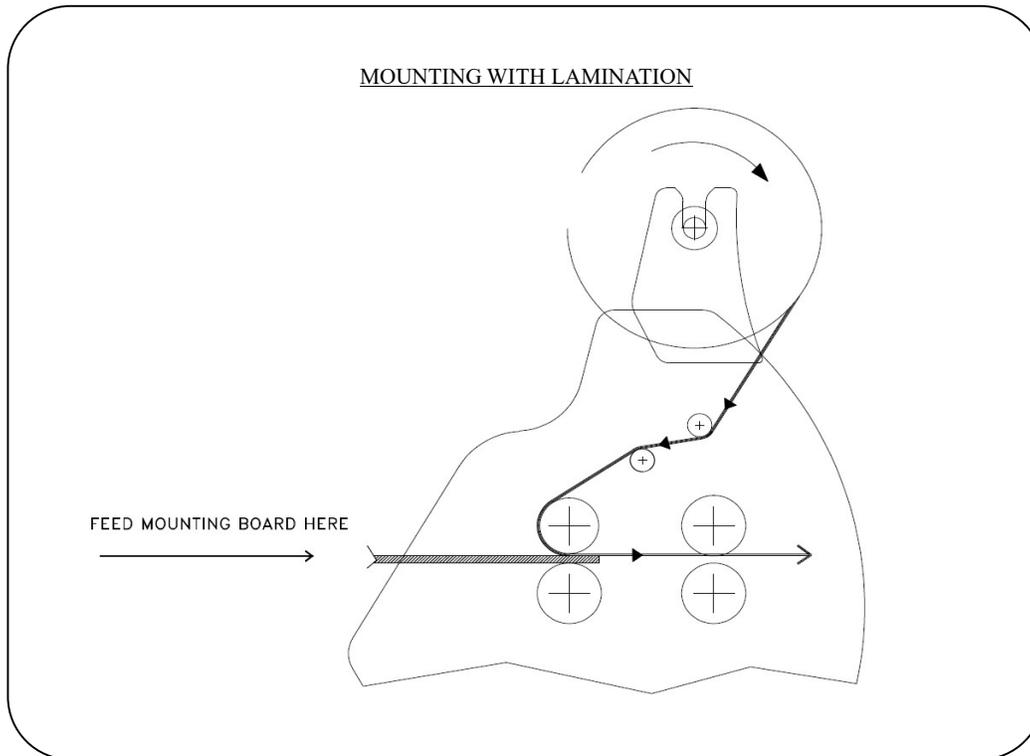
Remark:

- 1) At stage 3, the machine will be on standby mode. A low beeping sound will be heard every 5 seconds to remind the user that the machine is on standby for a few more minutes before completely shutting off.
- 2) At stage #4, the machine is off but the power switch is at the "on" position. **User needs to turn the power switch off and then on again to restart the machine.** Press the hot button to return to previous temperature. Continue the lamination job as soon as previous temperature is reached.
- 3) To disengage auto shutoff function, turn "auto shutoff" switch off.

I. MOUNTING FUNCTION

1. The user can choose to mount prints or posters using up to 1/4" thick foam boards.
 - a. For mounting and encapsulating using thermal film, simply set the machine up for **2-SIDED LAMINATION**. Line up the material evenly on a standard foam board and set the temperature of the machine.
 - b. For simultaneous mounting with 1-sided lamination using nylon, BOPP or even thermal film, set the machine up for **1-SIDED LAMINATION** without raising the middle de-curling bar. Turn the bottom roller heater switch to OFF position. Adjust the temperature based on the thickness of the top roller film and make sure the print is properly aligned onto the board.
 - c. For mounting without any film threaded on the machine using either pouch boards or foam boards with heat activated adhesives, simply align the print evenly onto the board. The operating procedure for adjusting heat and speed for this function is the same as the procedures for laminating function. Please consult pouch board supplier for ideal activation temperature of their adhesives.
 - d. For cold mounting only using self stick boards that have liners, care and precision must be exercised as this has a tendency to produce wrinkles and/or uneven positioning when the print is not properly set. **There is no need for film to be threaded onto the machine and it is recommended to set temperature at 50°C (122°F) on the top roller for best results.** Simply remove the liner from the board, carefully and evenly align the print and set it onto the adhesive side. The pressure applied by the rollers will enhance adhesion of the print onto the board. **Please refer to instructions on how to apply prints on these types of boards that come with their packaging or consult with the mounting board supplier.**
2. Once the machine is hot enough and ready to laminate, **push the handle to DOWN position and motor switch should be in RUN position.**
3. Feed materials between the engaged rollers.
4. Put the motor switch in STOP position to stop the feeding when the board is all the way out in the back.





4 TURNING OFF THE LAMINATOR

Upon completion of the laminating job, please press the “COLD” key to turn off the heat and make sure the motor switch is in “STOP” position. We recommend turning off the machine only after the roller temperature is lower than 80°C (176°F) to protect the heated rollers. Make sure the rear fans are also turned off.

In case you need to turn the machine off while the roller temperature is higher than 80°C (176°F), simply make sure the rollers are separated/not engaged with the handle in UP position before turning the power switch off.

5 CARE AND CLEANING

This machine is for Office or Household use only. Any servicing, other than cleaning and user maintenance, should be performed by an authorized service representative.

1. Do not immerse in water.
2. To reduce the risk of fire or electric shock, do not remove the machine’s 4 rubber foot pads.
3. Keep your hands and cord away from hot parts of the machine during operation.
4. Never clean with scouring powders or hand implements.
5. Wipe clean with a soft cloth.

6 WARRANTY

This machine is guaranteed against defects in materials and workmanship by the Manufacturer for a period of one (1) year from the date of original purchase from an authorized distributor of Tamerica Products, Inc. If you perceive or experience any issue with the machine, kindly report it to the distributor within 10 business days of said purchase to avail of free pickup and redelivery from Tamerica's Service Center. After the first 10 days, you will either receive service instructions and parts via mail free of charge for the duration of the warranty.

Note that when returning the machine for warranty claims, the machine should be returned in its complete original packaging to avoid incidental or consequential damages that may void the claim. A copy of the invoice or other proof of purchase also needs to be sent with the machine.

Upon evaluation of the machine and the determination of the actual defect, the machine will be restored to its regular working condition by the Service Center and shipped back to you free of charge. If you change your mind and simply want to return the machine, a 20% restocking fee is charged even within the 10-day grace period. Further, you will have to cover freight to return the machine and it has to be in brand-new resalable condition, otherwise, you might incur more charges.

This warranty covers all defects incurred in the normal use of the equipment except in the following cases:

1. Loss or damage to the equipment due to improper operation, abuse, mishandling or failure to follow the operating instructions.
2. Removal or alteration of the serial number.
3. The machine being serviced or modified by anyone other than a certified technician authorized by TAMERICA.

This warranty expresses the entire obligation of the Manufacturer. Unless prohibited by law, neither this warranty nor any other warranty expressed or implied, including implied warranties of merchantability, shall extend this warranty period. Again, no responsibility is assured for incidental or consequential damages.

This warranty is valid only within the United States, or its provinces and territories.