

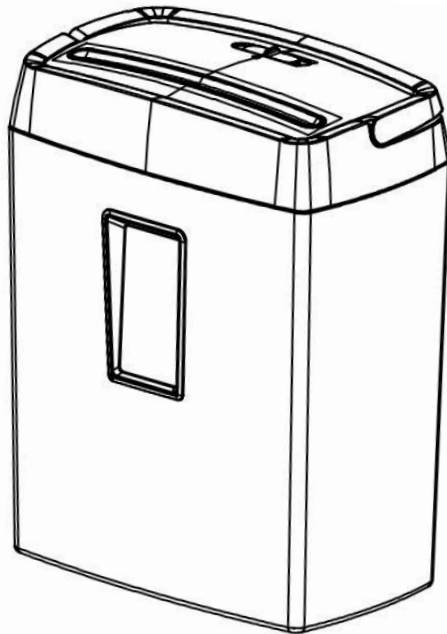


bonsaii

C204-C Paper Shredder

Instruction Manual

6 Sheets Cross Cut



Customer Service: customer-care@bonsaii.com
Call Service: 1-844-728-6917










Dear customer,





Thank you for purchasing this quality product. Please carefully read through this manual before first using the device, paying particular attention to the safety warnings. You can find information on how to contact support at the end of these operating instructions.

Safety precautions:

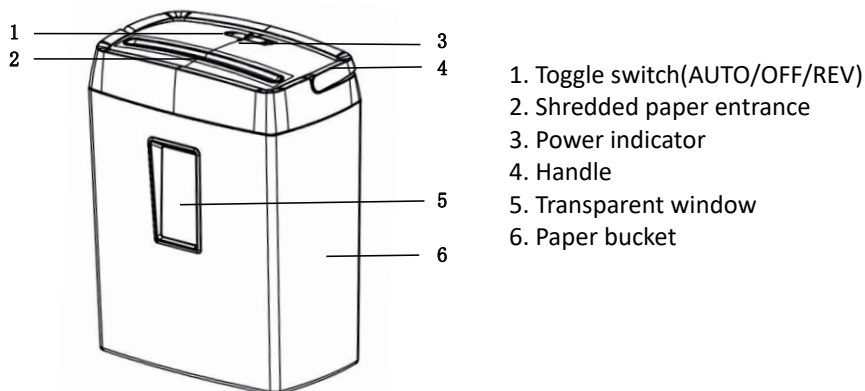


Warning:

1. Keep all loose articles of clothing, ties , jewellery , hair , or other small items away from the feed opening to prevent injury.
2. Keep in the OFF position when the shredder is not in use for prolonged periods of time.
3. Do not place hands  or fingers into the shredder throat as serious injury could result.
4. Always turn off or unplug the shredder prior to moving, cleaning or emptying the wastebasket.
5. Empty wastebasket frequently.
6. The document shredder must always be deactivated and disconnected from the electrical line prior to moving, transporting and cleaning the device and prior to emptying the waste basket.
7. Please do not leave the document shredder unattended e.g. in the event children  or pets are nearby.
8. It only allows to shred papers and staples .
9. The device may not be operated with a damaged power cord.
10. For indoor use only.
11. This machine is no toy. Keep it away from children  and pets.
12. Please do not spray any flammable gas or oil  onto this shredder, it may cause fire.
13. Please read the manual before operating the machine .
14. Sharp edges, Do not touch .

15. This equipment is not intended for use by children. Avoid touching the media feed opening with the hands, clothing or hair. Unplug this equipment when not in use for an extended period of time .
16. Shred width of $5/32 \times 1-25/32$ inches .
17. 6-Sheet capacity .
18. Remove all paper clips  from paper before shredding.

Operation instruction:



Setup:

1. Place the shredder securely on top of the waste basket. Be sure not to allow your fingers to get between the basket and the shredder as you are placing the shredder in place.
2. Plug the power cord into any standard 120 volt AC outlet.

Operating the shredder:

The Main Switch and POWER /OVERHEAT/OVERLOAD LED are located on the top of the shredder. The Main Switch has three (3) settings.

1. AUTO:

When "AUTO" is selected, the POWER /OVERHEAT/OVERLOAD LED will be on, the shredding process is started automatically by inserting paper into the feed opening. The shredder will stop automatically when the paper has completed its travel through the feed opening.

2.REV:

"REV" is used to assist in the removal of a paper jam, which reverses the shredder process prior to a completed cycle, thus clearing the cutters.

3.OFF:

“OFF” is used to terminate the power to the shredder. The mode is recommended when emptying the wastebasket or when the shredder is not in use for a prolonged period of time.

Shredder capacity:

C204-C will shred six (6) sheets of A4 size 75g/m² paper, and will accept paper width up to 220mm. When shredding small material like envelopes or receipts, insert them through the middle of the feed opening.

Overloading:

If you insert too much paper, the cutting unit will stop. In this event, set the switch to “REV” in order to remove the paper. Reduce the number of sheets and then try again.

Overheating:

The motor may overheat if you exceed the maximum period of continuous operation stated. The shredder will stop automatically and the indicator light “Overheat” is on. The device changes into Standby-Mode to cool down and can be used again after the indicator is off.

Both abnormal operations may result in the activation of the automatic motor overheat/ overload protection, which terminates the power to the unit. If this occurs, you should:

- 1.Unplug the power cord from the AC outlet to allow shredder to cool down. Tear or cut off any excess paper from the top of the shredder.
- 2.Plug the power cord back into the AC outlet and place the Switch in REV. Pull the remaining paper out of the cutters • Place the Switch back to the Auto position if necessary clear the feed opening of any remaining shredded pieces of paper, Keep fingers away from feed opening to avoid harm.
- 3.With the Main Switch in the AUTO position and the feed opening clear, you are now ready to resume normal shredding .

Removal of leftover paper:

Set the switch to “OFF” and unplug the power socket. Remove the shredding attachment and then you will be able to take out any scraps of paper that have become caught in the cutting unit. The blades are very sharp so you should proceed with extra caution! Place the shredder attachment back on top, plug in the power socket and turn the device on again. You will then be able to start using the device again.

Turning off:

Set the switch to “OFF” in order to turn the device off entirely.

Trouble Shooting

Malfunction	Reason	Solution
Stop Working	The power plug is not connected to the power supply.	Plug in again correctly
	The machine head is not aligned with the jam position of the paper waste bucket	Lift the head of the machine and align it with the paper scrap bucket.
	Power supply voltage is too low or no power supply	Turn off the power switch and wait for the voltage to return to be normal before operating the machine
	The machine enters the protection mode due to overheating after continuous working for a long time.	Wait for the machine to cool down naturally
	The thickness of paper is too thin	Add an opaque paper or fold the transparent paper multiple times
	Overloading is not in contact	Reduce paper quantity to an acceptable amount and refeed into the paper entry
	Damage of power cable	Please replace the power cable with the same parameters. If not, please contact customer service.
	The basket is full	Dump confetti
Jam	Paper jam beyond the rated shredded paper	Toggle the switch to the "reverse" position to eject excess paper
Keep Running	Paper dust and other foreign objects cover the sensor.	Clean the dust or foreign objects.
Loud Noise	The shredder is placed on a unsuitable place.	Change location

If the above operation can not solve your problem, please contact our customer service team via email customer-care@bonsaii.com.

Attention

Never shred envelopes(any window, insulated or with glued flaps) adhesive materials (labels, decals/stickers or glued paper), newsprint, transparencies, laminated documents, continuous forms, cardboard, or hard and plastic materials.

Technical specifications:

Cutting Capacity:	Max. 6 sheets
Cutting Size:	5/32 x 1-25/32 inches
Cutting Speed(m/min):	1.8m/min(6 sheets)
Security Level:	P-3
Noise Level:	<70 dB
Shred Functions:	paper/staple
Net Weight:	7.5 LBS
Trash Bin:	3.4 Gallons
Dimension(inches):	11.9 x 7.4 x 15.2 inches
Power Supply:	120V AC, 60Hz, 1.2A

Delivery:

Shredder

Instruction manual

Should the instructions above not help resolve the issue,then please contact our product support:

Email Service: customer-care@bonsaii.com

Call Service: 1-844-728-6917

WARRANTY SERVICE

The warranty for this appliance is for 12 months from the date of purchase from an authorized dealer. The appliance has been manufactured with care and meticulously examined before delivery. Please retain your receipt as proof of purchase. In the case of a warranty claim, please make contact with our Customer Service.

Notice

The warranty covers only claims for material and manufacturing defects, but not for transport damage, wearing parts or for damage to fragile components, e.g. buttons or batteries.

This product is for domestic use only and is not intended for commercial use.

The warranty is void in the case of abusive and improper handling, use of force and internal tampering not carried out by our autorised service branch.

Your statutory rights are not restricted in any way by this warranty. The warranty period is not extended by repairs made under the warranty. This applies also to replaced and repaired parts.

Register your product at **www.bonsaiishop.com**
to get more perks!



Follow us@bonsaiioffice

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