

Swingline Black Portable Electric Stapler - 48200

Instruction Manual



Provided by

MyBinding.com

When Image Matters.

Call Us at 1-800-944-4573

Limited Two-Year Warranty

ACCO Brands warrants to the original consumer purchaser for two-years that this product will be free from original defects in materials or workmanship under normal use. Should this product fail to perform for either of the above reasons, ACCO Brands, in its discretion, will repair or replace the defective product with an equivalent product at no charge to you, other than certain transportation charges. You are responsible for the costs of shipping the defective product to ACCO Brands or its designated repair center.

This warranty also does not cover damage to the product due to abuse, misuse, neglect, accident, modification or damage during shipping.

THIS WARRANTY IS THE EXCLUSIVE WARRANTY OF ACCO BRANDS, AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL ACCO BRANDS BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

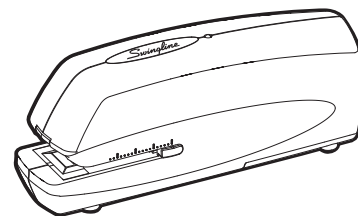
ACCO Brands will advise you of the procedure to follow in making warranty claims. Contact ACCO Brands using the telephone number below, with a model number/description of the product, description of the defect, proof of original purchase, and your name, address, and area code and telephone number.

swingline.com



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Made to Swingline
Standards in China
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OPERATING INSTRUCTIONS



**portable
electric
stapler**
model 48200

*Register your product online
@ www.swingline.com*

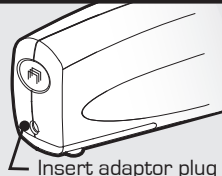
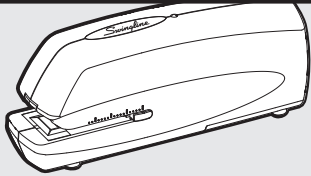
Swingline®

48200E•11572•0307
SMP48200658R03K

Please read instruction manual before use.
Please keep this manual in a safe place for easy reference.

How to Use:

Electric Power Source



Insert adapter plug into input jack on back of stapler. Plug adaptor into electrical outlet (120 VAC). Use battery for portable applications.

Loading Staples

Press button on back of stapler to release staple channel. Pull channel forward and load standard staples. Push channel back until it clicks into place. For best results, always use Swingline S.F.® 4® Premium Staples.



LOW STAPLE INDICATOR

Plug-In Adaptor Power Operation

Light on: normal operation

Continuous flashing: Low on staples, or open magazine

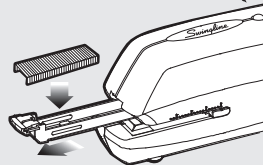
Light off: no power

Battery Power Operation

Light off: unit operating by power

Continuous flashing: Low on staples or open magazine.

(NOTE: batteries must be installed)



Avoiding Jams

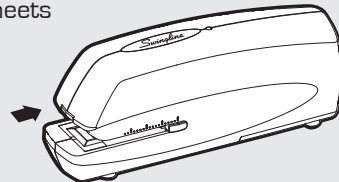
Use only standard size staples.

Do not staple more than 20 sheets of 20 lb. paper at a time.

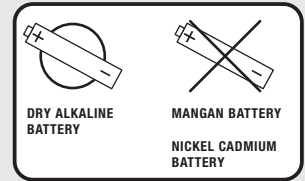
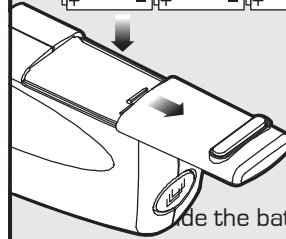
Allow stapler to complete its cycle before removing paper from front opening.

Use quality alkaline batteries.

Replace batteries if stapler stalls.

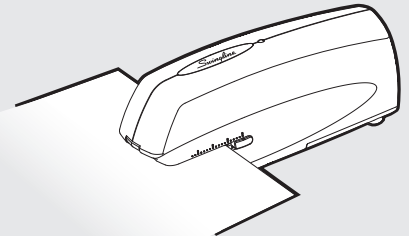
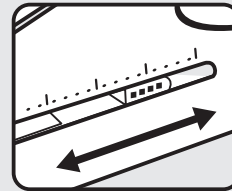


Loading Batteries



Slide the battery cover in the direction of the arrow. Insert the batteries as shown on the battery compartment. Observe polarity. Load 6 AA alkaline batteries (do not mix old and new batteries). Maximum battery life 8,000 staples. **When stapler is not in use for extended periods, remove the batteries.**

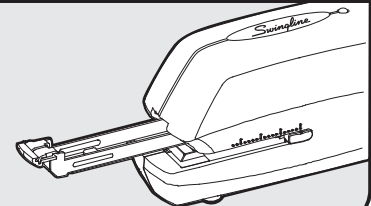
Stapler Operation



Adjust the adjustment slide to the desired location. Slide can be adjusted from 1/4" to 1-1/2". Simply insert paper into front opening to staple documents instantly. This model staples up to 20 sheets of 20 lb. paper at a time.

Clearing Jams

If stapler jams, press button on back of stapler to release staple channel. Pull channel out and remove jammed staples.



Important

Do not remove documents during stapling.
Do not attempt to staple without paper.