

# ***Fellowes AutoMax 200C*** ***Auto Feed Cross-Cut Paper*** ***Shredder - 4653501***

## **Instruction Manual**



*Provided by*

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*When Image Matters.*

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AutoMax™ 200C/130C  
The World's Toughest Shredders®  
Factory Service



CUSTOMER SERVICE & SUPPORT

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PLEASE READ THESE INSTRUCTIONS BEFORE USE.  
DO NOT DISCARD: KEEP FOR FUTURE REFERENCE.

LIMITED PRODUCT WARRANTY

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 1 year from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for 1 year from the date of purchase by the original consumer. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, failure to comply with product usage standards, shredder operation using an improper power supply (other than listed on the label), or unauthorized repair. Fellowes reserves the right to charge the consumers for any additional costs incurred by Fellowes to provide parts or services outside of the country

where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.

ENGLISH  
Model 200C/130C



KEY FEATURES AND CONTROLS

- A. Shredder Lid
- B. Manual Feed Slot
- C. Casters (200C only)
- D. Disconnect Power Switch
  - 1. OFF
  - | 2. ON
- E. See Safety Instructions
- F. Control Panel (see below)
- G. Pull-Out Bin

CONTROL PANEL

- 1. Overheat (red)
- 2. Remove Paper (red)
- 3. Bin Full (red)
- 4. Bin Open (red)
- 5. Reverse
- 6. On/Off (blue)
- 7. Start



WARNING: IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!

- Operation, maintenance, and service requirements are covered in the instruction manual. Read the entire instruction manual before operating shredders.
- Keep away from children and pets. Keep hands away from paper entry. Always set to off or unplug when not in use.
- Keep foreign objects — gloves, jewelry, clothing, hair, etc. — away from shredder openings. If object enters top opening, switch to Reverse (←) to back out object.
- Never use aerosol products, petroleum based lubricants or other flammable products on or near shredder. Do not use canned air on shredder.
- Avoid touching exposed cutting blades under shredder lid.
- Do not use if damaged or defective. Do not disassemble shredder. Do not place near or over heat source or water.
- This shredder has a Disconnect Power Switch (D) that must be in the ON (I) position to operate shredder. In case of emergency, move switch to OFF (O) position. This action will stop shredder immediately.
- Shredder must be plugged into a properly grounded wall outlet or socket of the voltage and amperage designated on the label. The grounded outlet or socket must be installed near the equipment and easily accessible. Energy converters, transformers, or extension cords should not be used with this product.
- FIRE HAZARD — Do NOT shred greeting cards with sound chips or batteries.
- For indoor use only.

- Unplug shredder before cleaning or servicing.

## CAPABILITIES

### 200C SHRED THROUGH AUTO FEED TRAY



8-1/2" x 11" paper



Staples



Paper clips



Up to 20 Sheets Stapled – Pull apart stapled stacks of paper containing more than 20 sheets



Up to 20 Sheets Clipped – Pull apart clipped stacks of paper containing more than 20 sheets

### 200C SHRED THROUGH MANUAL FEED SLOT



8-1/2" x 14" paper



Credit cards



CD/DVD



Junk mail



Folded paper

### 130C SHRED THROUGH AUTO FEED TRAY



8-1/2" x 11" paper



Staples



Paper clips



Up to 20 Sheets Stapled – Pull apart stapled stacks of paper containing more than 20 sheets



Up to 20 Sheets Clipped – Pull apart clipped stacks of paper containing more than 20 sheets

### 130C SHRED THROUGH MANUAL FEED SLOT



8-1/2" x 14" paper



Credit cards



Folded paper

**Will not shred:** Adhesive labels, continuous form paper, folded paper (Autofeed), bound documents, magazines, transparencies, newspaper, cardboard, binder clips, industrial staples, large paper clips, more than 20 pages stapled or paper clipped together, staples in top center of paper, laminates, 3 1/2 in. Floppies, file folders, X-rays or plastic other than noted above

#### Paper shred size:

Cross-Cut (200C) ..... 5/32 in. x 1-1/2 in. (4mm x 38mm)

Cross-Cut (130C) ..... 5/32 in. x 2 in. (4mm x 50mm)

#### Maximum:

Auto Feed Sheet Capacity (200C) ..... 200"

Auto Feed Sheet Capacity (130C) ..... 130"

Manual Feed Sheet Capacity (200C) ..... 10"

Manual Feed Sheet Capacity (130C) ..... 8"

\*8.5 in. x 11 in., 20lb., (75g) paper at 120V, 50/60 Hz, 4.0Amps (200C), 4.0Amps (130C); heavier paper, humidity or other than rated voltage may reduce capacity.

## BASIC SHREDDING OPERATION

### 200C

**Continuous operation:**  
12-minute maximum

**NOTE:** Shredder runs briefly after each pass to clear entry. Continuous operation beyond 12-minutes will trigger 25-minute cool down period.

### 130C

**Continuous operation:**  
10-minute maximum

**NOTE:** Shredder runs briefly after each pass to clear entry. Continuous operation beyond 10-minutes will trigger 25-minute cool down period.

#### AUTO FEED



Plug in and put disconnect power switch in ON (I) position



Plug in and put disconnect power switch in ON (I) position

\* Do not open lid once shred cycle has started.



Open lid



Add paper. Paper should be flat and aligned with front of paper tray.



Close lid and press start (▶) to begin shredding



Feed paper straight into paper entry and release



Hold CD (200C only)/Card at edge, feed straight into paper entry and release

**Note:** Manual feed cannot be used while Auto Feed is in use.

## ADVANCED PRODUCT FEATURES



**SilentShred™ Technology**  
SilentShred™ noise quality shreds without noisy disruptions.



**Energy Saving Sleep Mode**  
Feature shuts down the shredder after 2 minutes of inactivity



### SLEEP MODE OPERATION

Feature shuts down the shredder after 2 minutes of inactivity

#### WHEN IN SLEEP MODE



To get out of sleep, open lid and load paper



Insert paper

For more information about all of Fellowes Advanced Product Features go to [www.fellowes.com](http://www.fellowes.com)

## PRODUCT MAINTENANCE

### OILING SHREDDER

All cross-cut shredders require oil for peak performance. If not oiled, a machine may experience diminished sheet capacity, intrusive noise when shredding, and could ultimately stop running. To avoid these problems, we recommend you oil your shredder each time you empty your waste bin.

#### FOLLOW OILING PROCEDURE BELOW AND REPEAT TWICE



Open lid



\*Carefully apply oil across cutters (do not get oil in paper tray)



Close lid. Press and hold forward (▶) 2-3 seconds



**CAUTION** \*Only use a non-aerosol vegetable oil in long nozzle container such as Fellowes 35250

### CLEANING AUTO-START INFRARED SENSORS

Paper detection sensors are designed for maintenance free operation. However, on rare occasions the sensors may become blocked by paper dust causing the motor to run even if there is no paper present.

(Note: the paper detection sensors is located in the center of the paper entry).

#### TO CLEAN THE SENSORS



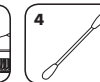
Turn off and unplug shredder



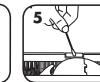
Open lid



Locate Auto-start infrared sensor



Dip cotton swab in rubbing alcohol



Using cotton swab, wipe away any contamination from the paper sensors

## TROUBLESHOOTING



**Overheat Indicator:** When the Overheat Indicator is illuminated, the shredder has exceeded its maximum operating temperature and needs to cool down. This indicator will remain illuminated and the shredder will not operate for the duration of the recovery time.



**Remove Paper:** When illuminated, press reverse (◀◀); open lid and remove paper.



**Bin Full:** When illuminated, the shredder waste bin is full and needs to be emptied. Use Fellowes waste bag 36053.



**Bin Open:** The shredder will not run if the bin is open. When illuminated, close the bin to resume shredding.

\* Shredder will not run when lid is open.

#### MISALIGNED PAPER



If paper is not shredding through auto feed tray, check position of paper.



Paper should be flat and aligned with front of paper tray.