

Polar Cub 25'' Manual Cold Mount Roll Laminator

Instruction Manual



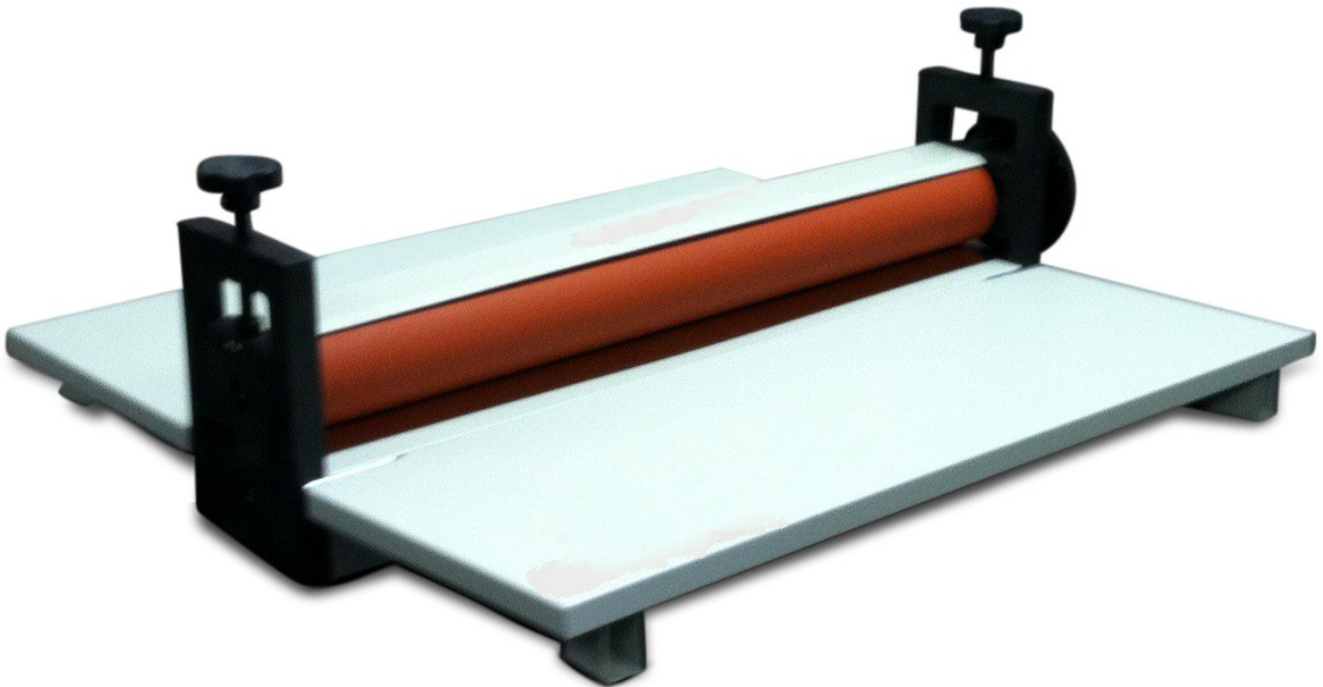
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Operating Manual

POLARCUB



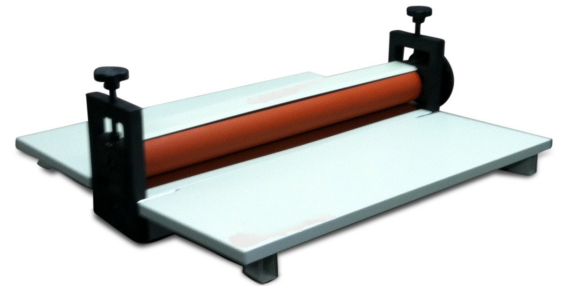
**For use with pressure-sensitive (cold)
Pouch boards, adhesive coated boards
Mounting adhesives and
Overlaminating films**

***POLAR CUB* Manual Laminator**

Laminator Set-up and Installation

Box Contents

Polar Cub laminator
Clip-in Media Guide
Front in-feed table with feet
Back exit table with feet
Processing Wheel



Installation steps



Figure 1

- Remove foam and parts from box
- Lift laminator from box (Figure 1)
- Position the laminator on a level table or cart (it weighs 30 pounds)
- Install the four rubber feet on the bottom of the front and back tables (Figure 2)
- Install the Processing wheel by placing the set-screw on the flat surface at the end of the roll and tighten (Figure 3)



Figure 2



Figure 3

Remove ties and place front and rear tables down. The Media Guide is below the packing, remove that and the clear wrap on the rollers and you are ready to use your new laminator (Figure 4)

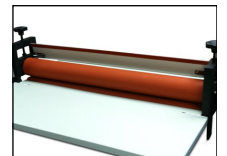
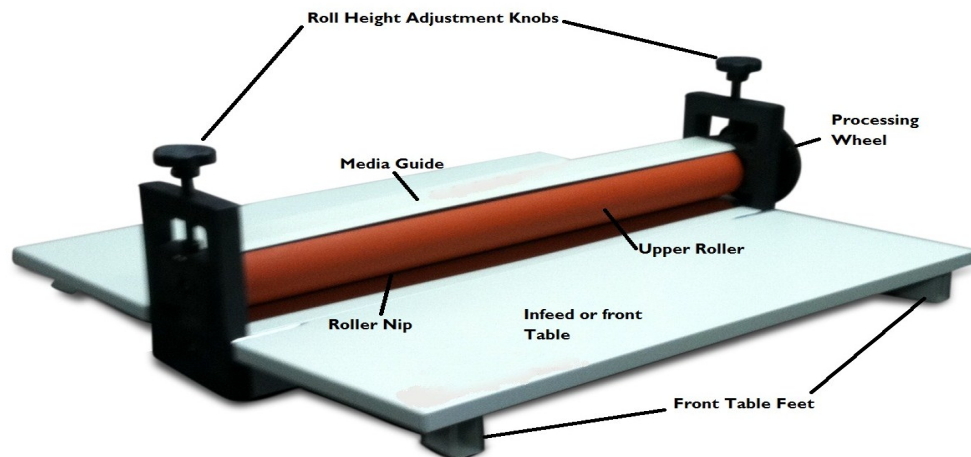


Figure 3

Laminator Parts



Safety Note—Please keep hands and clothing away from the turning rolls

POLAR CUB LAMINATOR

Definitions

MyBinding.com
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Polar Media Guide

The Polar Media Guide, the bar which attaches to the side frame above the top roller, flips up and down. The purpose of the Polar Media Guide is to hold the print or top laminate sheet firmly in place against the top roller during the mounting or laminating process to insure even bond with no wrinkles or bubbles.

Carrier Boards (or 'Sled')

When processing unmountd images, we recommend using a non-stick board to prevent adhesives from sticking to the rollers. The board is called a Carrier Board and provides a reusable, standard working surface. We include a Carrier Board with our overlaminating sheets, but if you need a make a Carrier Board, just pre-coat a piece of foam board with double-sided adhesive. The liner which covers the adhesive is a non-stick surface.

Polar Film Handling Strip The Polar Film Handling Strip is a 1" strip of foam board with a silicone coating on it. The purpose of the Polar Film Handling Strip is to make handling of Polar films while laminating easier. To use the Polar Film Handling Strip for Laminating a print before mounting; Peel back 1" of the laminate film and adhere the Polar Film Handling Strips smooth side to the film. Feed Polar Film Handling Strip between the top roller and the Polar Media Guide, lower the Polar Media guide, now remove the Polar Film Handling Strip and begin to laminate by cranking the roller handle until the print is laminated.

Leader Boards A Leader Board ("Starting Panel") is recommended when laminating with sheets to already mounted images. The Leader board is the same thickness and width as the piece being processed and is fed into the laminator first followed by the piece being laminated.

Setting the gap between the rollers

1. Open the rolls wider than the boards you are using by turning the roll height adjustment knobs counter clockwise (Figure 3) and insert a board between the open rolls.
2. Close the rolls to the height of the board so that you can not see any light and the rolls appear to be parallel. Turn both height knobs one-quarter turn more. (Figure 4)
3. Attempt to push the board to the right. If it slides to the right, turn the Right adjustment knob clockwise until you can not push the board sideways to the right. Repeat this process for the left side by trying to push the board to the left and adjust the height knob until the board can't slide sideways.

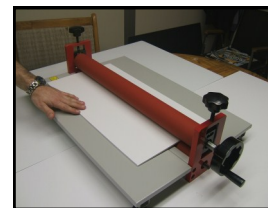


Figure 3



Figure 4

Process boards through the center of the Polar Cub Laminator

Operating Tips

Using Polar Pouch Boards—Adhesive Boards with laminate Film Attached

Use Polar Pouch Boards to easily adhere a print to a rigid board as well as laminate the surface of your graphic. Laminating your print protects the image from moisture and handling. Choose either the Gloss film to make colors more vivid or the Matte finish to reduce glare.

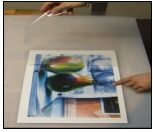


Figure 1

1. Insert the leading edge where the film is attached to the board into the Polar Cub laminator.
2. Lift laminating film and feed it between the top roller and the Media Guide. Adhere a Polar Film handling strip to the end of the film to make it easier to handle if needed. (Figure 1)



Figure 2

3. When the film is completely through the roller and Media Guide and smooth against the roller, close the Media Guide such that it is in contact with the top roller.

4. Remove the Polar Handling strip, if used, and roll down the laminate film.

5. Insert the Leading edge where the film is attached into the laminator again.

6. Raise laminated print from the board and feed it between the top roller and the Media Guide. When the laminated print is completely through the roller and Media Guide and smooth against the roller, close the Media Guide such that it is in contact with the top roller.



Figure 3

7. Remove "crack and peel" coversheet from the surface of the board to expose adhesive on the board. (Figure 2)

8. Roll your print down to adhere your laminated print to the mount board. Turn the handle to pull your print through and adhering the laminated print to the board (Figure 3) Trim your prints as required and you are done!

Applying mounting adhesive to a board (Making adhesive coated boards)

You can make your own adhesive coated boards by applying double-sided mounting adhesive to the surface of your board. This can save you money over buying adhesive coated boards.



Figure 1

1. If not already set, adjust the roller height gap between the rolls to match the thickness of the board.

2. Use a sheet of mounting adhesive which is slightly larger than the board being coated.

3. Peel back 1" of the 'crack 'n peel' liner on the mounting adhesive exposing the adhesive

4. Lightly attach the leading edge of the laminate to the front edge of the board. Make sure the leading edge of your print is smooth and is not wrinkled. (Figure 1)

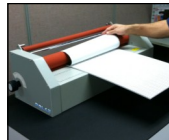


Figure 2

5. When you have the leading edge of your print in position, burnish the edge down to firmly. Place the burnished edge between the rollers on your laminator.

6. Lift up the remainder of your adhesive sheet and feed it between the top roller and the black Media Guide. (Figure 2) When it is completely through and smooth against the top roller, close the Media Guide such that the black roll is in contact with the top roller. (Figure 3)

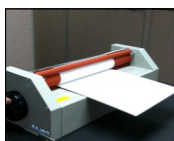


Figure 3

7. Turn the Processing wheel to coat the adhesive on the board. The laminator will pull your board through the rolls. (Figure 4) Your board will exit the laminator coated with adhesive.

8. Trim any excess adhesive on the edge with an Xacto knife if desired.

9. Mount your print to the adhesive board as described above.

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Operating Tips

Adhering Prints to adhesive coated boards

If you are using adhesive coated boards in place of coating your boards in Step 2, you will still need to set the gap between the roll as described in Step 1. Your prints do not have to be larger than the board as the rolls are covered with a Silicon rubber which helps to keep the adhesive from stick to the rolls.

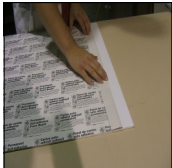


Figure 1

1. Peel back 1" of the 'crack 'n peel' liner on the board exposing the adhesive (Figure 1)

2. Lightly attach the leading edge of the print to the board. Make sure the leading edge of your print is smooth and is not wrinkled.

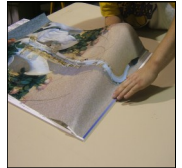


Figure 2

3. When you have the leading edge of your print in position, burnish the edge down to firmly. (Figure 2)

4. Feed the print between the top roller and the Media Guide. When the Print is completely through and smooth against the Media Guide, close the Media Guide and remove the remainder of the 'crack 'n peel' liner exposing the adhesive on the rest of the board. (Figure 3)

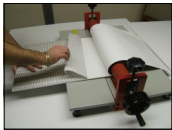


Figure 3

5. Turn the Processing Wheel to roll down your print to adhere it to the board. The laminator will pull your print through the rolls. (Figure 4) When you have about 8 to 10 inches left of your print to mount, let the print go. Never place your hands behind the Safety Bar.

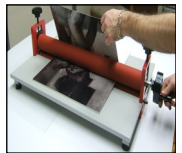


Figure 4

6. Trim your prints as required and you are done!

Applying over-laminate film to the surface of your print

You can apply laminate films to the surface of your print either after it is mounted or without mounting your print. If you are both mounting and over-laminating your print, mount your print first as outlined above and then laminate below. If you need to just laminate your print, use a sled or non-stick board and place your print on the sled to over-laminate. If you need to laminate both sides of a print, after you laminate the top side with a sled, flip your print over and repeat that process..



Figure 1

1. If not already set, adjust the roller height gap between the rolls as shown on the previous page (Figure 5).

2. Use a sheet of laminate film which is slightly larger than the print being laminated. If you are using a laminate film on a roll, cut a piece from the roll using scissors or an Xacto Knife (Figure 6)



Figure 4

3. Peel back 1" of the 'crack 'n peel' liner on the laminate film exposing the adhesive (Figure 1)

2. Lightly attach the leading edge of the laminate to the board or sled. Make sure the leading edge of your print is smooth and is not wrinkled.



Figure 2

3. When you have the leading edge of your print in position, burnish the edge down to firmly. (Figure 2). Place the burnished edge between the rollers on your laminator. (Figure 3)

4. Feed the laminate film between the top roller and the Media Guide. When the film is completely through and smooth against the Media Guide, close the Media Guide and remove the remainder of the 'crack 'n peel' liner exposing the adhesive on the rest of the laminate film. (Figure 4)

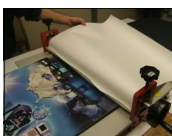


Figure 3

5. Turn the handle of the laminator to pull you print on the board or sled through the laminator to apply the film. (Figure 5)



Figure 5

6. Trim your prints as required and you are done!

Safety Information

Keep loose clothing, artificial fingernails, long hair and anything else away from the rollers.
Remove any jewelry such as rings, bracelets and necklaces prior to operating the laminator.

CONTACT INFORMATION

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