

# ***Akiles FlexiPunch-E Electric Modular Binding Punch***

Instruction Manual



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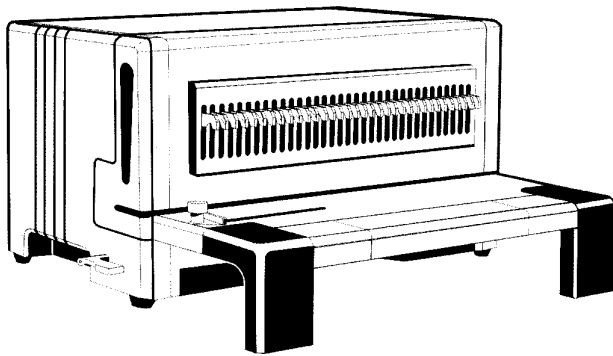
**AKILES**

# FlexiPunch

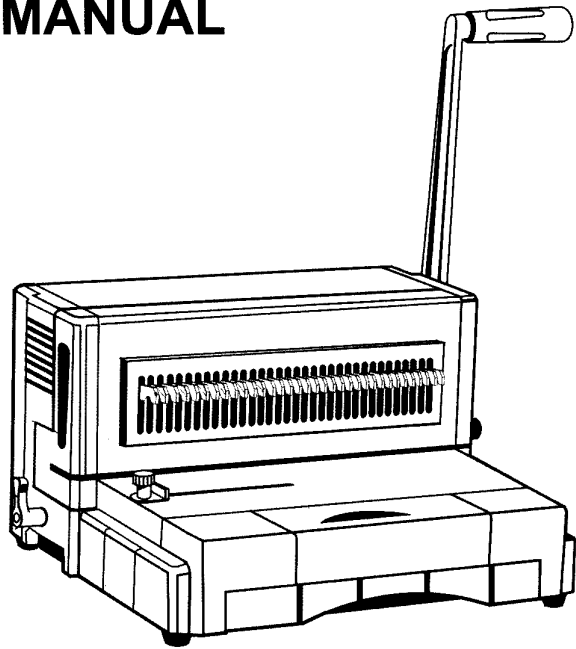
The Flexibility of Binding

INTERCHANGEABLE DIE PUNCHING SYSTEM

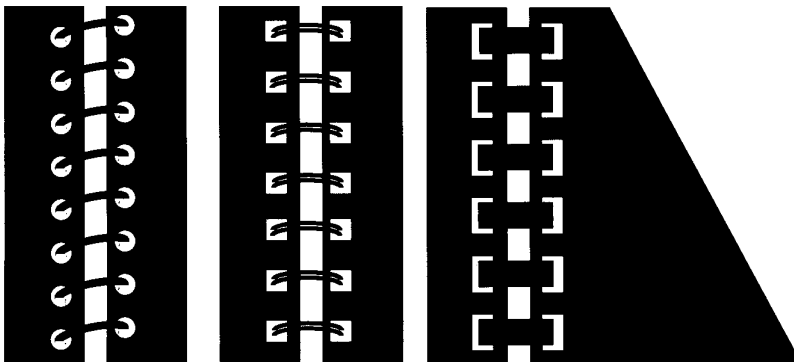
## OPERATIONAL MANUAL



FLEXIPUNCH-E  
ELECTRIC MODEL



FLEXIPUNCH-M  
MANUAL MODEL



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# INTRODUCTION

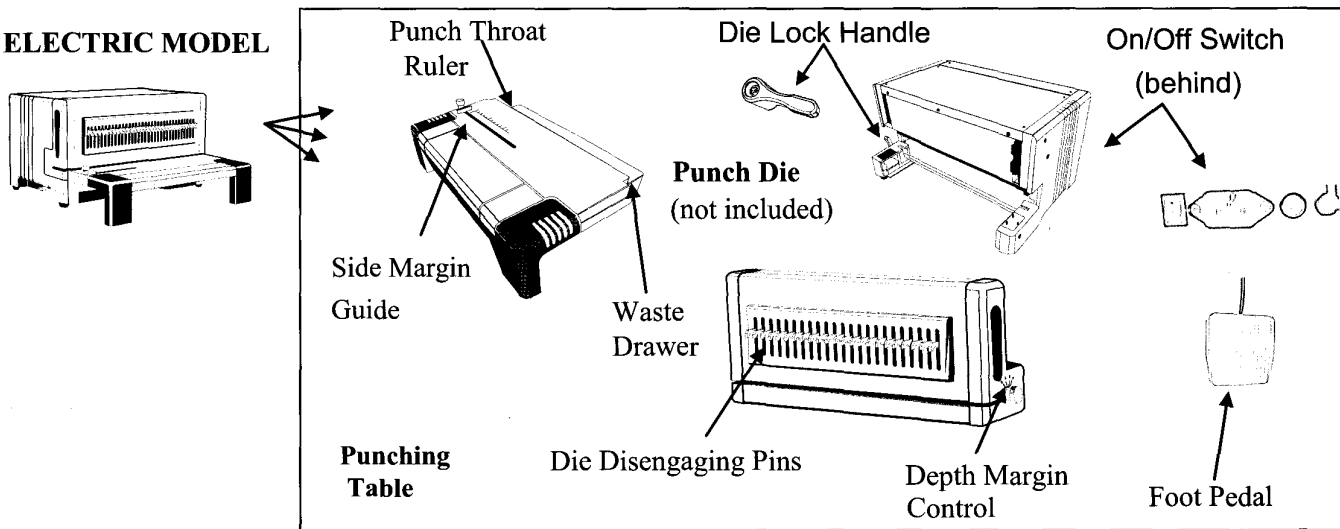
Congratulations on the purchase of your new **Flexipunch**, a professional punching machine. Your **Flexipunch** was designed with a unique full range of functions, safety features and premium quality components to guarantee an effortless and professional punching experience, as well as many years of trouble-free service.

## IMPORTANT

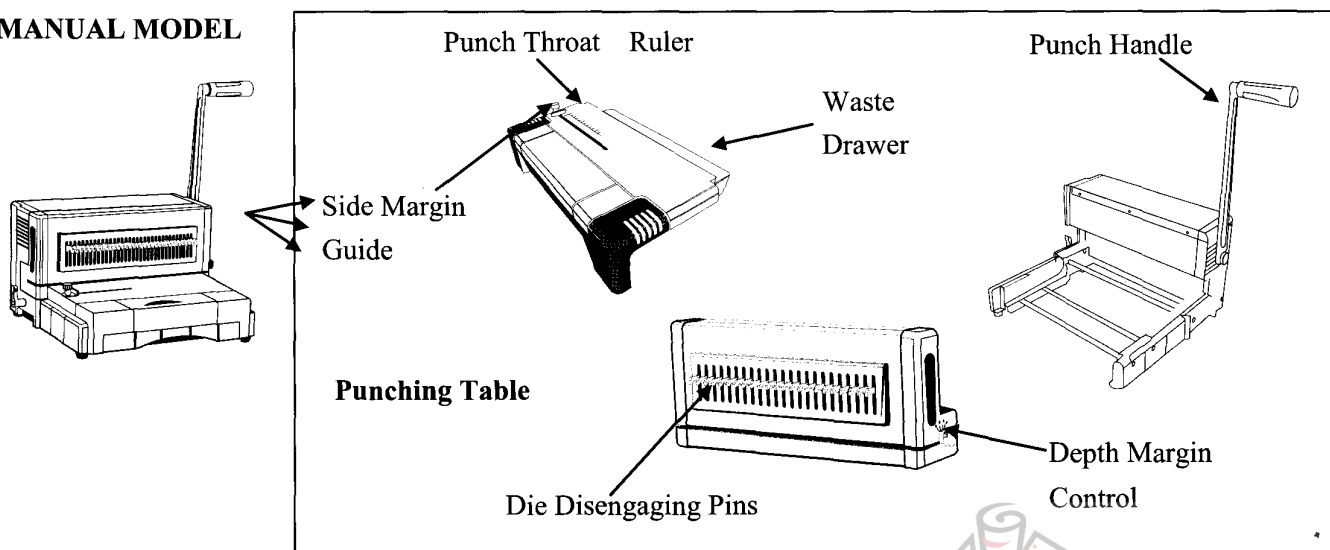
We recommend that you take a moment to familiarize yourself with the functions of your new **Flexipunch**. Make sure you read all the features and safety instructions, and follow these guidelines to install, operate and maintain your **Flexipunch**. You will find that with just a little practice, anyone can achieve professional results.

## FEATURES

### ELECTRIC MODEL



### MANUAL MODEL



# ASSEMBLY & SAFETY INSTRUCTIONS

1) Place your new **Flexipunch** on top of a sturdy work table.

**For Electric model only** (For manual model skip to step 5)

2) Place the FOOT PEDAL on the floor in front of the machine.

3) Plug power cord into the back of the machine.

4) Plug the other end of POWER CORD into an outlet with the correct voltage and type. Warning: Powering the machine with incorrect voltage may severely damage its electrical components and result in personal injury!

## IMPORTANT SAFETY GUIDELINES

A) Always turn main power switch OFF and place foot pedal out of reach before setting up, performing maintenance, changing dies or when your **Flexipunch** is not in use.

B) To reduce the risk of electrical shock:

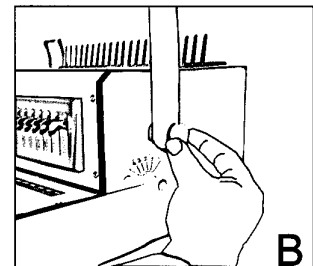
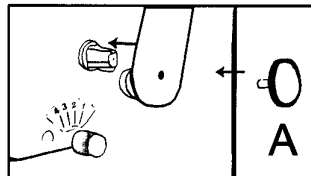
- \* Never operate the **Flexipunch** near water
- \* Do not use the **Flexipunch** if the power cord is damaged.
- \* Do not allow the electric cords to be in contact with hot surfaces.

**For Manual model only** (If Electric model skip step 5)

5) Attach the punching handle:

A) Slide the Punching handle and screw on to the punching axle. **See picture A**

B) Tighten the screw. **See picture B**



## GENERAL SAFETY GUIDELINES

A) Contact your dealer in case of malfunction or for after sale service.

Never try to repair the unit by yourself. The **Flexipunch** does not contain any part that can be serviced by the operator.

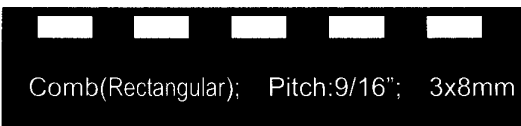
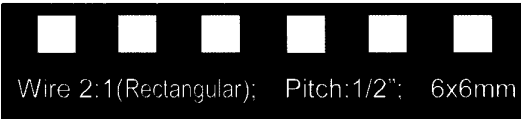
B) Empty waste bin regularly.

C) Lubricate punching dies as needed.

D) Never attempt to punch more than maximum number of sheets recommended.

Doing so may cause severe damage to the equipment and fatigue to the operator.

## PUNCH PATTERNS & MODULES



### AKILES BINDING MODULES:

Depending on your binding needs, Akiles offers an array of binding modules: i.e. **Coil inserters, Coil Crimpers, Wire Closers, Comb Openers, Paper Counters.**

Please contact your Dealer for the recommended Akiles Binding Modules that best fit your needs.

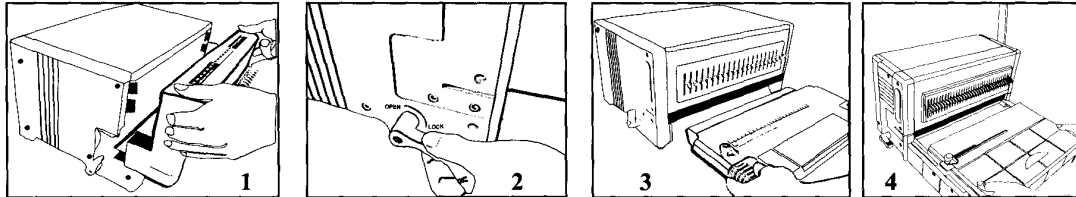
### REMARKS:

1. **Pitch:** Distance from center of a hole to the center of the following hole.
2. More special punch patterns may be available. Contact your dealer for more updated pattern list or to see if your custom pattern can be manufactured.

# INSTALLATION OF PUNCH DIE AND PUNCHING TABLE

Main power must be OFF before punch die installation begins.

1. Slide the Punch Die in place. **See picture 1**
2. Turn Lock Punch handle clock-wise to lock Die Punch. **See picture 2**  
(For electrical version only)
3. Mount the Punching Table/Waste bin. **See picture 3**  
(For manual version only)
4. Mount Punching Table. **See picture 4**

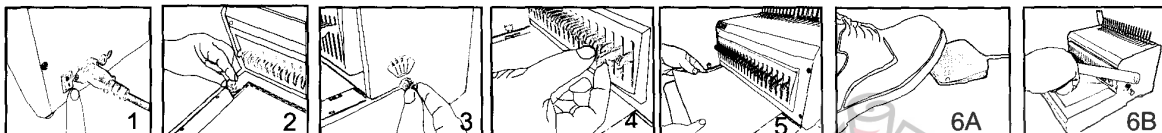


## PUNCHING

### IMPORTANT:

- Before operation, always make sure that the punching die is properly locked.
- Always do test punch with waste paper to make sure document will be properly punched (Margins are evenly centered and holes are not being partially perforated).
- Maximum single punching:
  - **For Manual model:** 25 sheets of 20 lbs paper.
  - **For Electric model:** 20 Sheets of 20lbs paper.
- Recommended comfortable single punching:
  - **For Manual model:** 12 -16 sheets of 20 lbs paper.
  - **For Electric model:** 18 - 20 sheets of 20lbs paper.
- Punch inner sheets and covers separately as side margin may vary.
- Re-align margins for over size covers.

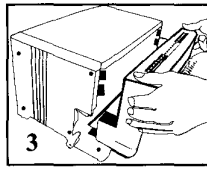
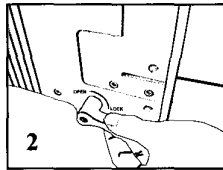
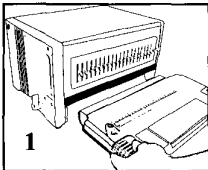
1. Turn power on. **See picture 1 (for electric version only)**
2. Align the Side Margin Guide to the correct position according to the punch die installed and sheet (or cover) size. Note: Use ruler guide for proper alignment. **See picture 2**
3. Push-in and rotate Depth Margin Control to the desired position. **See picture 3**
4. Pull out Disengagement pins to avoid partially perforated holes (if needed). **See picture 4**
5. Insert sheets into the Punch Throat. **See picture 5**
6. Activate the punching action by stepping on the foot pedal (for electric version) or by pulling the handle down (for manual version). **See picture 6A / 6B**
7. Repeat step 5 & 6 until all sheets have been punched.



## CHANGING PUNCH DIE

(Turn power off for electrical model)

1. Remove Punch Table. **See picture 1**
2. Turn Die Lock Handle counter-clock-wise to unlock the Punch Die. **See picture 2**
3. Slide Punch Die out. **See picture 3**
4. Insert new Punch Die **See picture 3**
5. Turn Die Lock Handle clock-wise to lock the Punch Die. **See picture 2**
6. Mount and secure Punch Table. **See picture 1**
7. Turn power back on (for electrical model)

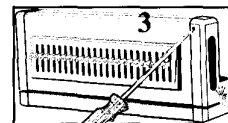
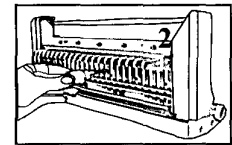
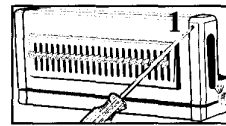


### PUNCH DIE MAINTENANCE

To keep your **Flexipunch** running in optimal condition at all times, Punch Die maintenance should be performed on a regular basis. To do so simply follow the Changing die steps above. Lubricate Punch die before re-installing it. Remove any excess lubricant by punching some scratch paper.

#### How to lubricate Punch Dies

1. Remove Punch Die Cover (use a Philip screw driver to loosen the 6 screws). **See Picture 1**
2. Apply die lubricant (with brush or by Slight Spray). **See picture 2**  
Tip: Only a very small amount of die lubricant should be applied (with brush preferably) to avoid over spraying it.
3. Screw back punch die cover. **See picture 3**



## WARRANTY POLICY

Your **Flexipunch** has a warranty of one year from date of purchase. In the event of a manufacturer's defect, your distributor (at option) will repair or replace it. Important: This warranty does not cover damages due to improper use or mistreatment of the unit, including any extraordinary event leading to the damage of the machine, whether it is reversible or not.

If your **Flexipunch** is not punching properly, first follow the corrective actions within this manual. If the problem persists, please contact your dealer for further instructions. Please have your machine's serial number and the purchase date ready. If the machine must be returned to your distributor, it is your responsibility to properly pack and ship it, as any damages incurred during its transportation are not covered by our warranty policy.