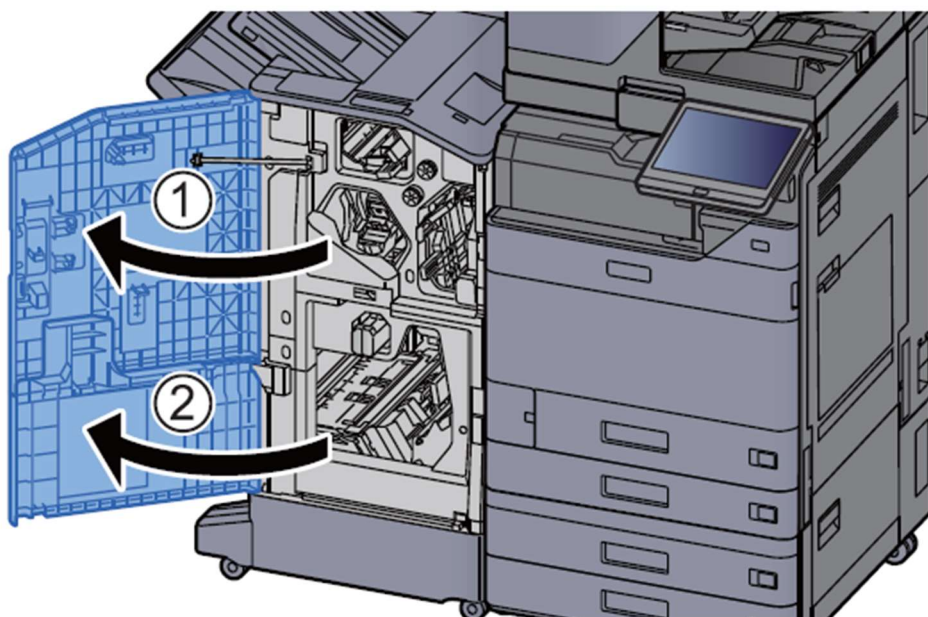


Remove any jammed paper in the Folding Unit (100-sheet Staple Finisher)

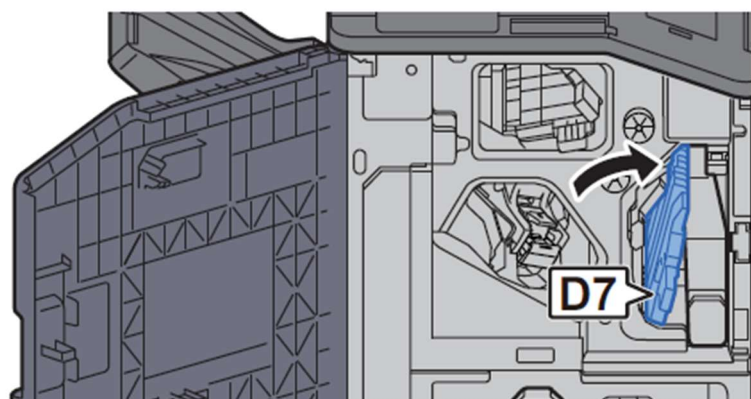
CAUTION

- Do not reuse jammed papers.
- If the paper tears during removal, be sure to remove any loose scraps of paper from inside the machine. Scraps of paper left in the machine could cause subsequent jamming.

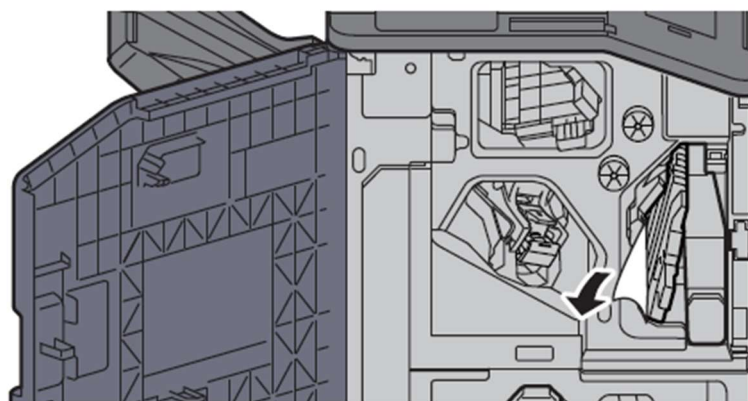
1 Open the finisher front cover 1 and 2.



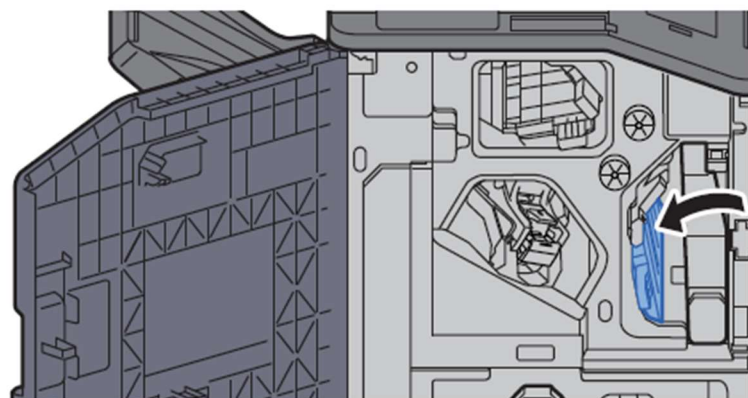
2 Open the conveyor guide (D7).



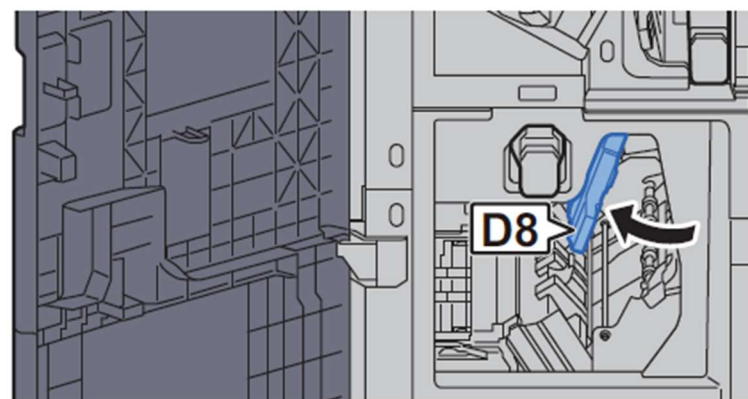
3 Remove any jammed paper.



4 Return the conveyor guide (D7) to the original position.



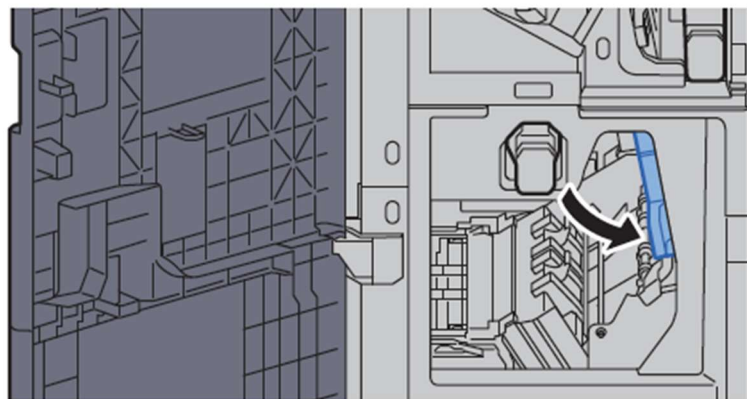
5 Open the conveyor guide (D8).



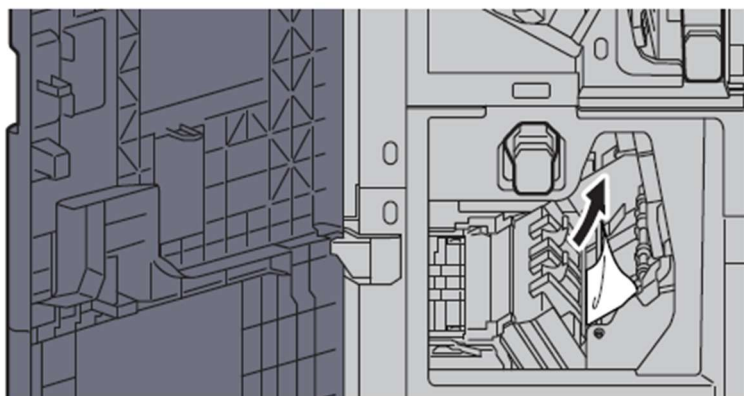
6 Remove any jammed paper.



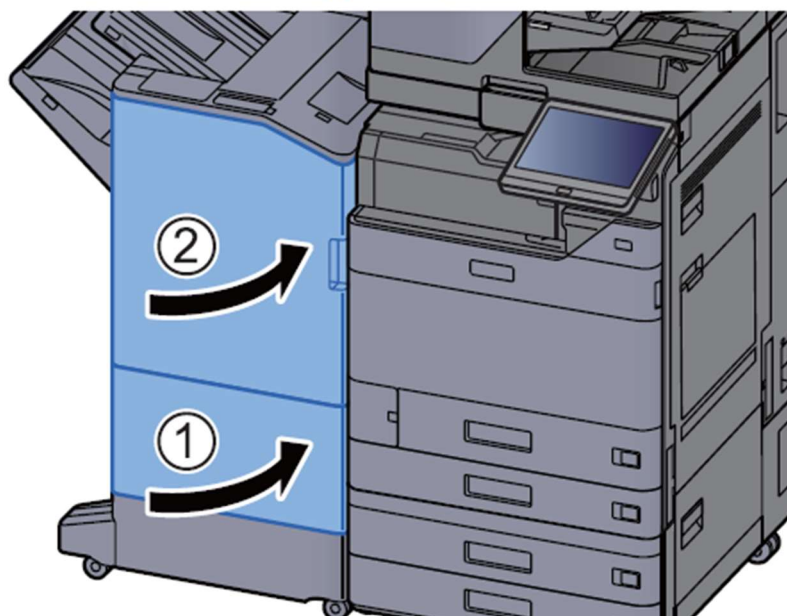
7 Return the conveyor guide (D8) to the original position.



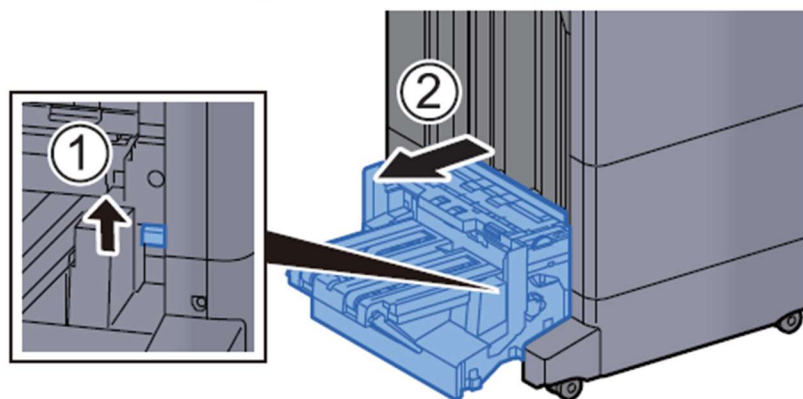
8 Remove paper from inside the finisher.



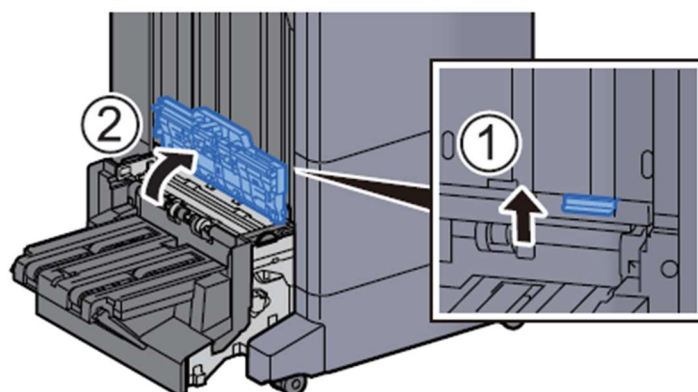
9 Return the covers to the original position.



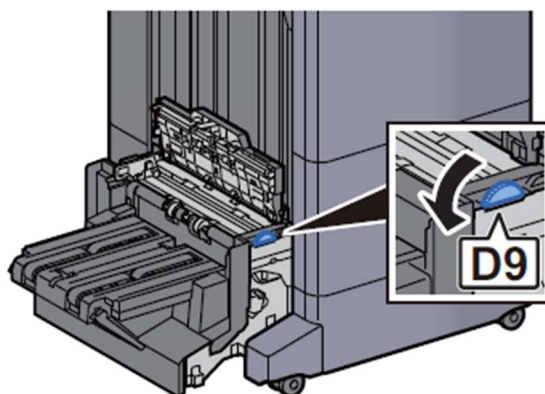
10 Lift the release lever to pull the folding unit out.



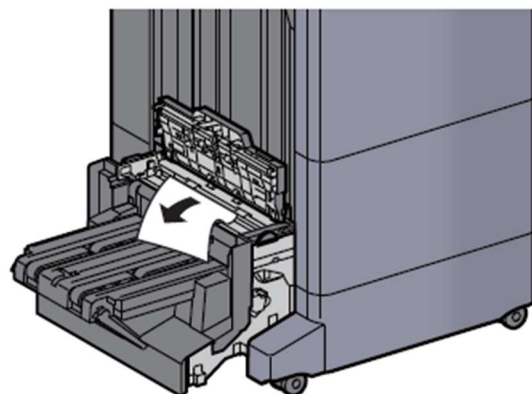
11 Open the folding unit top cover.



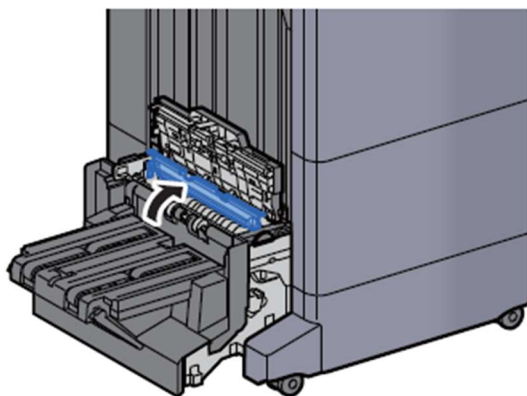
12 Turn dial (D9).



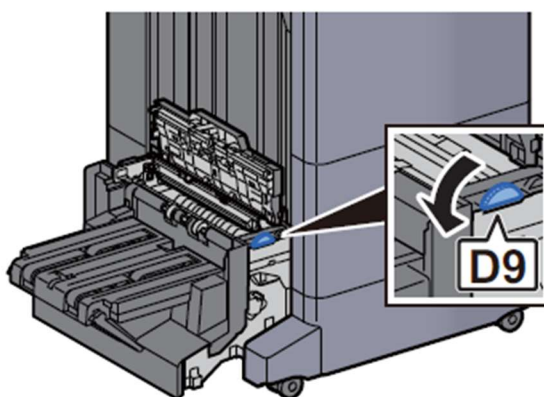
13 Remove any jammed paper.



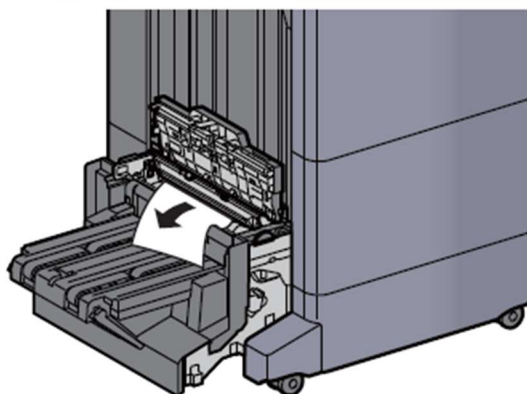
14 Open the folding unit conveyor guide.



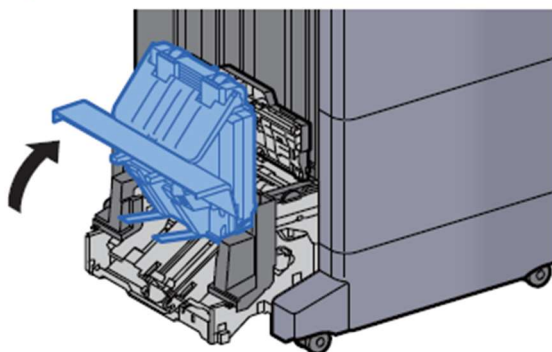
15 Turn dial (D9).



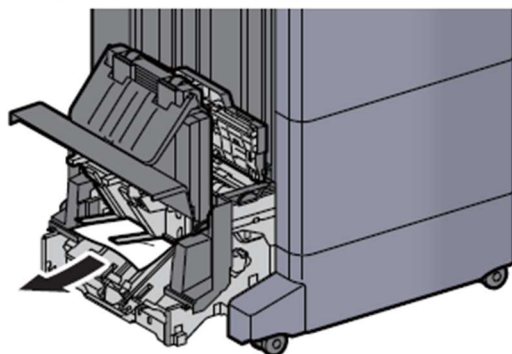
16 Remove any jammed paper.



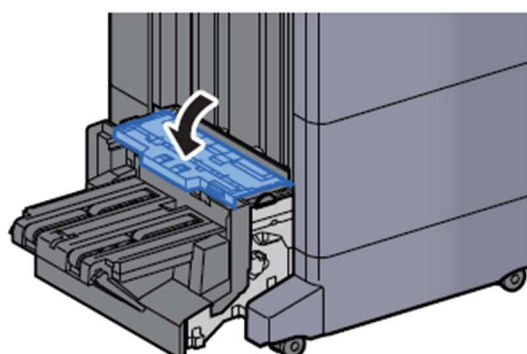
17 Lift the folding tray.



18 Remove any jammed paper.



19 Return the covers to the original position.



20 Return the folding unit to the original position.

