

paper shredder
RL170MX

ROYAL[®]

paper shredder
RL170MX

OPERATIONAL MANUAL



ROYAL[®]

Consumer Information Products, Inc.

379 Campus Dr.
Somerset, NJ. 08875

Made in China

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RL170MXIM0307

WARRANTY, REGISTRATION & TECHNICAL SUPPORT

PLEASE FILL OUT AND RETURN THE PRODUCT REGISTRATION CARD INCLUDED WITH YOUR NEW ROYAL PRODUCT OR FILL OUT THE PRODUCT REGISTRATION FORM ON THE ROYAL WEB PAGE AT: [http:// www.royal.com](http://www.royal.com).

BE SURE TO KEEP A COPY OF YOUR SALES RECEIPT!

STANDARD WARRANTY

ROYAL CONSUMER INFORMATION PRODUCTS, INC. ("Royal"), at 379 Campus Drive, 2nd Floor, Somerset, NJ 08875 USA WARRANTS that your NEW Product is free of defects of workmanship and materials. If there is a defect or malfunction of this product, Royal will repair it free of charge as follows:

PARTS: New or comparable rebuilt parts in exchange for defective parts for ONE (1) YEAR from date of customer purchase.

LABOR: Royal provides labor warranty for ONE (1) YEAR from date of end-user purchase. Product must be sent postage prepaid and insured to Royal in accordance with the warranty procedures outlined below. At completion of the repair, the consumer will be responsible for return shipping charges from Royal, and for any parts or services no longer covered under warranty.

This warranty does not apply to persons who purchased this product second-hand or used.

This warranty does not include adjustments, parts and/or repairs required by circumstances beyond the control of Royal, including but not limited to fire or other casualty, accident, neglect, abuse, misuse, abnormal use or battery leakage damages.

THERE ARE NO OTHER EXPRESSED WARRANTIES EXCEPT AS STATED HEREIN. AFTER THE PERIOD OF EXPRESSED WARRANTY SET FORTH HEREIN, THERE ARE NO EXPRESSED OR IMPLIED WARRANTIES AND THOSE EXCLUDED INCLUDE THOSE OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE. Royal shall NOT be held liable for CONSEQUENTIAL DAMAGES resulting from any failure, defect or malfunction of this product. Some States do not allow limitations on how long an implied warranty lasts and some States do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations may not apply to you.

WARRANTY PROCEDURES

TO OBTAIN SERVICE UNDER THE TERMS OF THIS WARRANTY:

Please do the following:

1. Send a copy of your original sales receipt showing original purchase date along with your mailing address and a note describing the nature of the problem to:

Royal Consumer Information Products, Inc.
Warranty Processing
P.O. Box 6786
Somerset, NJ 08875-6786 USA

Do Not Return the Product to This Address!

2. You will receive a return authorization number within 7-12 business days from the date your return request is received if it is determined that there is a basis for a replacement product. The return authorization form you receive will list the return procedures, applicable charges, if any, and the correct shipping address for the returned product.

PRODUCT SUPPORT HOTLINE:

For questions on use of this product or this warranty call 1-800-272-6229 (in Canada call 1-888-266-9380 or in Mexico call +(52-55)-53-33-1333), Monday through Friday during normal business hours. You can also e-mail Royal at: hotline@royal.com

LCD MESSAGE CENTER

DISPLAY	STATUS	SOLUTION
READY AUTO	Shredder is ready for use	No action required
FORWARD	Assists in the removal of paper jams; clear feed opening; paper continues forward through the cutters	A single depression of the fwd button will run for approx. 2 seconds; refer to manual: clearing paper jams
REVERSE	Assists in the removal of paper jams; clear feed opening; paper continues in reverse through the feed opening	A single depression of the rev button will run for approx. 2 seconds; refer to manual: clearing paper jams
BLANK DISPLAY, ON/OFF BUTTON NOT LITE	The power cord is unplugged; power button is not depressed	Plug in power cord; depress power button
BLANK DISPLAY, ON/OFF BUTTON LITE	The wastebasket is not fully inserted or is inserted incorrectly	Reinsert wastebasket correctly
BIN FULL	Wastebasket is full; audible alarm is beeping	Empty wastebasket and reinsert basket correctly
OVERLOAD	Paper jam caused by attempting to shred more than 17 sheets in a single pass or paper was not fed squarely into the feed opening	Remove the paper jam from the feed opening; make sure feed opening is clear before shredding is resumed; keep fingers and other objects out of feed opening while shredder is running
OVERHEAT	The running time of the motor has reached its maximum temperature	Turn off the shredder and let the motor cool down for at least 30 minutes; depress the power button and resume normal shredding

WARNING

- ALWAYS** keep out of the reach of children as serious injury could occur.
- DO NOT** place finger too close to feed slot as serious injury could occur.
- AVOID** getting jewelry, hair or loose clothing too close to feed slot as serious injury could occur.
- ALWAYS** keep shredder off and unplugged when not in use.
- ALWAYS** unplug shredder when moving, cleaning or emptying the waste receptacle.
- DO NOT** attempt to feed more sheets of paper than specified on the feeder.
- DO NOT** attempt to shred materials other than paper, credit cards and CD's in the provided feed slots.
- ALWAYS** remove paper clips, staples and other fasteners from paper before shredding.
- ALWAYS** limit continuous shredding to the specified time as suggested in the instruction manual.
- ALWAYS** empty the waste receptacle prior to the receptacle becoming full.
- DO NOT** attempt to operate shredder if the shredder is experiencing any kind of problem.
- DO NOT** use flammable synthetic oil, petroleum-based or aerosol products of any kind on shredder

DO NOT attempt to repair shredder yourself.

WARNING

KEEP OUT OF REACH OF CHILDREN

WARNING ICONS:

The icons, on top of the shredder, warn the user of the potential dangers if the shredder is used improperly



READ INSTRUCTIONS BEFORE USE



NO LOOSE CLOTHING



NO FINGERS OR HANDS



NO HAIR



NO AEROSOL PRODUCTS



NO CHILDREN

Royal RL170MX Paper Shredder

Setup:

1. Be sure to read the manual completely before operating the shredder.
2. The shredder and wastebasket housing are pre-assembled.
3. Slide the wastebasket fully into the wastebasket housing.
4. Plug the power cord into any standard 115-volt AC outlet.
5. Depress the **ON/OFF**(⊖) button.
6. With the shredder plugged in, the **ON/OFF**(⊖) button depressed, the wastebasket properly in place, the warning icons, throat and LCD should be glowing with a blue illumination. This means the shredder is ready for use.

Operating the shredder:

The RL170MX shredder will not power up if the wastebasket is not inserted properly into the cabinet. With the power cord plugged in, the wastebasket properly in place, and the **ON/OFF**(⊖) button depressed, the **ON/OFF**(⊖) button LED and the LCD Message Center Display will light up and read **READY AUTO**. This means the shredder is ready for use. When paper is inserted into the feed opening, the shredding process will start automatically and stop when the paper has completed its travel through the feed opening.

The RL170MX **ON/OFF**(⊖) button is located on top of the shredder next to the LCD Message Center Display. Also located next to the **ON/OFF**(⊖) button is the **FORWARD**(v) and **REVERSE**(Λ) button. Their purposes are:

1. When the **FORWARD**(v) button is depressed, **FORWARD** is displayed on the LCD Message Center and the shredding process will start. However, the **FORWARD** shred cycle last approximately 2 seconds. This will allow the feed opening to be cleared in the event of a paper jam or if excess paper is left in the feed opening.
2. The **REVERSE**(Λ) button is used to assist in the removal of a paper jam, which reverses the shredding process prior to a completed forward cycle, thus clearing the cutters. When the **REVERSE**(Λ) button is depressed, **REVERSE** is displayed on the LCD Message Center Display. The reverse cycle will last for approximately 2 seconds. This should be enough time to remove any excess paper from the cutters and limit any paper from the wastebasket being fed back into the shredder cutters.
3. The **ON/OFF**(⊖) button is used to terminate the AC power to the shredder. It is recommended to turn the shredder off when the shredder is not being used for a prolonged period of time.

Royal Glow

The RL170MX features Royal Glow. When A/C power is applied to the shredder the throat opening, warning icons and the LCD Message Center Display will illuminate a brilliant blue glow. The blue illumination is to help remind the user day or night that the shredder is turned on and ready for use. Always unplug or turn the shredder off when not in use for a prolonged period of time.

Shredding CDs, DVDs and Credit Cards

When shredding CDs, DVDs or Credit Cards, these items should be inserted one at a time into the designated CD / Credit Card slot only. To avoid personal injury or possible damage to the shredder, do not place CDs or Credit Cards into the paper feed opening. **Never allow children to shred or play with any type of shredding device.**

Shredder capacity:

The RL170MX will shred up to seventeen (17) sheets of 20-lb bond paper and will accept widths up to 8 3/4". When shredding small material such as envelopes or credit cards receipts, insert them in the middle of the feed opening. The RL170MX shredder will also shred credit cards and CD's. These items must also be inserted one at a time into the designated CD and Credit Card Slot.

Cautions:

1. Do not allow children to shred or play with the paper shredder or serious injury could result.
2. Keep all loose articles of clothing, ties, jewelry, hair or other small items away from the feed opening to prevent injury.
3. Keep the shredder turned off or unplugged when not in use for prolonged periods of time.
4. The Royal RL170MX will cut staples and small paper clips; however it is not recommended to do this on a regular bases.
5. Do not place hands or fingers near or into the shredder throat as serious injury could result.

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6. When manually changing feed direction, fwd to rev, pause long enough for the motor to stop before resuming.
7. Continuous shredding of computer paper should not exceed 7 minutes
8. Always turn off or unplug the shredder prior to moving, cleaning or emptying the wastebasket to prevent possible injury.
9. Never use flammable synthetic oil, petroleum-based or aerosol products of any kind on shredder.
10. Empty wastebasket frequently.

Paper jams and motor overload situations:

The Royal RL170MX features Jam-Free rollers which helps to keep the throat opening clear in case of a paper jam, and a motor overload and overheat protection circuit. The shredder may stop shredding in case of the following abnormal situations:

1. Operating the shredder at the maximum 17-sheet capacity continuously for a prolonged period of time, eg. more than 7 minutes without stopping. In this situation turn the shredder off to allow the motor to cool down to a normal operating level. Normal cool down is approximately 40 minutes.
2. Exceeding the shredding capacity, eg. inserting more than seventeen (17) sheets of 20-lbs. bond paper in one pass, or if the paper is not fed squarely into the feed opening. Refer to the minor and major paper jam instructions below.

Both abnormal operations may result in the activation of the automatic reversal of the paper or the thermal motor overload protection, which terminates the power to the shredder. A minor paper jam may cause the paper to stop feeding into the feed opening. A major paper jam could cause the thermal motor overload protection to terminate AC power to the motor. Never allow the shredder to remain in a paper jammed condition with the AC power turned on. If this occurs you should:

In case of a minor paper jam:

1. With the **ON/OFF**(⊖) button in the off position, remove the unshredded portion of paper and any excess shreds of paper from the top of the feed opening. Turn on the shredder by pressing the **ON/OFF**(⊖) button. Pressing the **FORWARD**(v) button should allow the remaining pieces of paper to pass through the cutters and into the basket. If necessary, repeat this procedure until the jam has been cleared. **Be sure to keep fingers and any personal affects away from the throat of the feed opening while the shredder cutters are in motion.**

In case of a major paper jam:

1. Turn off the shredder by pressing the **ON/OFF**(⊖) button or unplug the power cord from the AC outlet and wait at least 40minutes for the thermal overheat protection circuit to reset.
2. If paper was left inside the feed opening prior to the overheating, remove the unshredded portion of paper and any excess shreds of paper from the top of the feed opening. Plug in the AC power cord and press the **ON/OFF**(⊖) button. Pressing the **FORWARD**(v) button should allow the remaining pieces of paper to pass through the cutters and into the basket. If necessary, repeat this procedure until the jam has been cleared. Be sure to keep fingers and any personal affects away from the throat of the feed opening while the shredder cutters are in motion.
3. You are now ready to resume normal shredding.

Specifications:

Shred Type:	Cross-Cut
Credit Card:	1 Credit Card at a time
CD Capacity:	1 CD at a time
Shred Width:	5/32" X 1 5/8" (4mm x 44mm)
Shredding Capacity:	17 Sheets 20lbs. bond
Feed Opening:	8 3/4" (222mm)
Dimension:	25" (635mm)H x 15 3/4" (400mm)W x 12 5/8" (320mm)D
Weight:	29 lbs. (13. kg.)
Input:	115 volt AC,6 amp.