



Powershred®

Table Top Paper Shredder



Operating Instructions

Powerhouse 1000

Important Safety Instructions

1. Read all instructions before use.
2. Save these instructions for later use.
3. Follow all warnings and instructions marked on the product.
4. Unplug this product from the wall outlet before cleaning. Clean with a damp cloth using a mild soap and water solution. (Do not use abrasives or petroleum based cleaners.)
5. Place this product as close as possible to power source for quick and easy unplugging. Do not block the power supply receptacle; it must be possible to conveniently unplug the power cord.
6. Do not use this product near water.
7. This product should never be placed near or over a radiator or heat source.
8. Operate from the type of power source indicated on the marking label. If you are not sure of the type of power available, consult your dealer or local electricity board.
9. Do not allow anything to rest on the power cord. Do not place this product where people may walk on the cord.
10. If an extension cord is used, be sure that all products plugged into the extension cord do not exceed the extension cord ampere rating.
11. Do not attempt to service this product yourself, as opening or removing covers may expose you to dangerous live parts or other risks, and will void the warranty.
12. Unplug this product and refer servicing to qualified personnel under the following conditions:
 - A) When the power cord or plug is damaged or frayed.
 - B) If liquid has been spilled on the product.
 - C) If the product has been exposed to rain.
 - D) If the product does not operate normally when the operating instructions are followed.
 - E) If the product has been dropped or the casing has been damaged.
13. Keep out of the reach of children.
14. This shredder should be operated only with an operator in attendance.
15. Do not insert aerosol cleaners into or around the shredder. Some agents may combust, causing serious injury.

Installation

Unpack your new shredder from its shipping container.

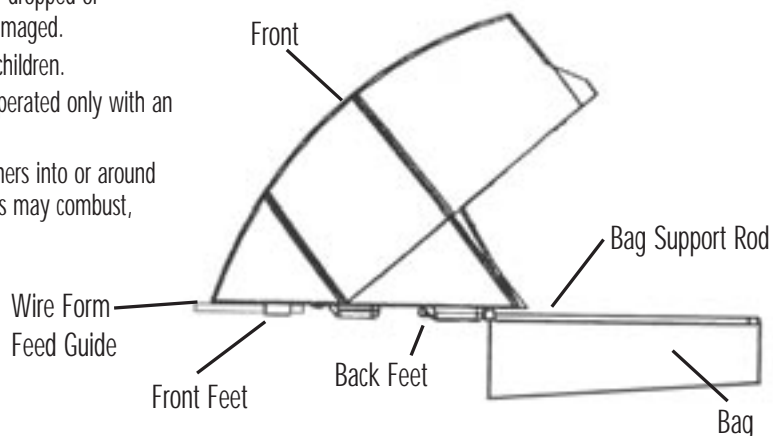
Place the shredder on a table top, desk or the optional shredder stand. Be sure the selected work surface is strong enough to support the weight of the shredder.

To attach the wire form feed guide, tilt the shredder back until the front feet lift off the table. Angle the wire form feed guide so one "U" curve fits around one of the metal tabs. Wrap the other side's "U" curve around the other metal tab. Set the shredder down so the front edge of the guide extends one-half in front of the machine, with the rest of the guide between the shredder and the table.

Holding the bag support rod horizontally, pull the bag up through the center of the rod and wrap the edges of the bag over the rod. To attach the rod to the machine, squeeze the ends of the rod together enough (approximately 1-1/2") to fit between the back feet on the shredder base. From the back of the machine, slide the rod under the shredder until it stops. Release the rod to allow it to snap into place, with the ends resting against the shredder feet. Make sure the bag does not block output from the shredder.

When shredding continuous forms, feed paper between the guide and the shredder into the shredder throat.

Parts Identification



Caution



Never insert hand, fingers or any foreign objects into the feed opening. **Serious injury may result.**



Keep all loose articles of clothing, ties, jewelry, long hair or other loose objects away from feed opening. **Injury may result.**



Always turn off and unplug the machine before moving, servicing, cleaning or conducting any activity other than normal operation.

Serious injury may result.

Operation



Read operating instructions before putting shredder into operation.



Insert plug into power outlet.

Prepare paper to be shredded, making sure not to exceed the recommended sheet capacity. Small paper clips will not harm the cutting system, but the added thickness may decrease sheet capacity (see specifications for recommended sheet capacities).

Switching shredder ON/FORWARD.



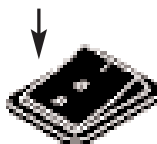
Press rocker switch to position (I) (the switch will lock into place.) The cutting system is now running in the forward mode. Insert the paper into throat opening and the cutting system will pull the paper in.

Switching shredder OFF.



Lightly press rocker switch towards (R) The switch will reset to the OFF position (O) and the cutting system will stop.

Switching shredder to REVERSE.



Press rocker switch to position (R) and hold. The cutting system is now running in the reverse direction. Release the switch and it will automatically reset to (O) OFF.

If a Jam Occurs

The cutting system may jam if the recommended capacity is exceeded (see specifications). When this occurs, depress the switch to the REVERSE position (R). This will back out the jammed material. The operator should tear out and remove excess jammed paper, if necessary, and then commence shredding in smaller quantities so as not to further jam the machine.

Maintenance

- No adjustments or maintenance inside of machine is required.
- Periodically, unplug shredder to clean dust and debris that may accumulate.
- For repairs, call Fellowes Customer Service at 1-800-955-0959.

Technical Specifications

Cutting Style	Strip
Shred Size	1/4" (5.99mm)
Sheet Capacity	
8-1/2 x 11" 20 lb.	16-18
Speed 115V, 60Hz	24 FPM
Entry Width	15" (381mm)
Motor Power 120V	1/4 hp
Input voltage	120V 50/60Hz
(Depending on country)	220-240v/50Hz
Dimensions	
Inches	11 1/2 H x 21 9/10 W x 17 D
Millimeters	292 H x 556 W x 431 D
Weight	45 lbs. (20.4 kg)
Reorder bag number	36051
Stand	38915

Supplies

- Five complimentary bags are included with your machine.
- Replacement bags are packed 50 to a dispenser carton.
- Contact your local Fellowes dealer to order bags that fit your machine. Cutting block oil is not needed on this machine.

Warranty

Fellowes Powershred Limited Warranty

1 year on all parts and labor

5 years parts and labor on cutting cylinders

Fellowes warrants this product to be free from defects in material and workmanship for a period of one year from the date of purchase by the original consumer. At it's option, Fellowes will repair or replace without charge for material or labor, any component found to be defective during the warranty period. Additionally, the cutting cylinders are warranted for 5 years from the original purchase date and will be replaced without charge for material or labor if found by Fellowes to be defective.

Warranty Exclusions

The parties agree that the buyer's sole and exclusive remedy against Fellowes shall be for the repair or replacement of defective parts as provided herein. The buyer agrees that no other remedy (including, but not limited to, incidental or consequential damages for lost profits, lost sales, injury to property or any other incidental or consequential loss) shall be available to him. This warranty shall NOT apply and is void under the following circumstances:

1. When this product or any part thereof has been subjected to accident, alteration, abuse, or misuse.
2. When the shredder's recommended sheet capacity (per specifications on page 5-6) has been exceeded (resulting in a paper jam).
3. When the original Model and Serial Number Plate has been altered, effaced or removed.
4. When repair or service covered under this warranty (other than routine maintenance as described in the Owner's Manual) has been performed by personnel without the express written consent of Fellowes.
5. When the product has been used pursuant to any verbal or written rental, lease or loan agreement.

This warranty described herein shall be in lieu of any other warranty, expressed or implied, including, but not limited to, any implied warranty of merchantability or fitness for a particular purpose. Any representations or promises inconsistent with or in addition to this warranty are unauthorized and shall not be binding upon Fellowes.

Contact For Service:

United States	1-800-955-0959
Australia	(In Melbourne) (03) 9330-3211 (Outside Melbourne) 1-800-331-177
Canada	1-800-665-4339
Japan	+81-3-5496-2400
Europe	00-800-1810-1810

Fellowes®

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