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# Double Insulated Portable Electric Drills





## IMPORTANT

Please make certain that the person who is to use this equipment carefully reads and understands these instructions before starting operations.

The Model and Serial No. plate is located on the main housing of the tool. Record these numbers in the spaces below and retain for future reference.

Model No. \_\_\_\_\_

Туре \_\_\_\_\_

Serial No.

Instruction manual





MODEL 2614 1/2" Keyless Drill

To learn more about Porter-Cable visit our website at:

http://www.porter-cable.com



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# **IMPORTANT SAFETY INSTRUCTIONS**

**AWARNING** Read and understand all warnings and operating instructions before using any tool or equipment. When using tools or equipment, basic safety precautions should always be followed to reduce the risk of personal injury. Improper operation, maintenance or modification of tools or equipment could result in serious injury and property damage. There are certain applications for which tools and equipment are designed. Porter-Cable strongly recommends that this product NOT be modified and/or used for any application other than for which it was designed.

If you have any questions relative to its application DO NOT use the product until you have written Porter-Cable and we have advised you.

Online contact form at <u>www.porter-cable.com</u> Postal Mail: Technical Service Manager Porter-Cable Corporation 4825 Highway 45 North Jackson, TN 38305 Information regarding the safe and proper operation of this tool is available from the following sources: Power Tool Institute 1300 Sumner Avenue, Cleveland, OH 44115-2851 <u>www.powertoolinstitute.org</u>

National Safety Council 1121 Spring Lake Drive, Itasca, IL 60143-3201

American National Standards Institute, 25 West 43rd Street, 4 floor, New York, NY 10036 <u>www.ansi.org</u> ANSI 01.1Safety Requirements for Woodworking Machines, and the U.S. Department of Labor regulations <u>www.osha.gov</u>

## SAVE THESE INSTRUCTIONS!

# **SAFETY GUIDELINES - DEFINITIONS**

It is important for you to read and understand this manual. The information it contains relates to protecting YOUR SAFETY and PREVENTING PROBLEMS. The symbols below are used to help you recognize this information.



	indicates an imminently hazardous situation which, if not avoided, will result in death or serious injury.
<b>A</b> WARNING	indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.
	indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury.
CAUTION	used without the safety alert symbol indicates potentially hazardous situation which, if not avoided, may result in property damage.

# **CALIFORNIA PROPOSITION 65**

**AWARNING** Some dust created by power sanding, sawing, grinding, drilling, and other construction activities contains chemicals known (to the State of California) to cause cancer, birth defects or other reproductive harm. Some examples of these chemicals are:

- lead from lead-based paints
- crystalline silica from bricks and cement and other masonry products
- arsenic and chromium from chemically-treated lumber

Your risk from these exposures varies, depending on how often you do this type of work. To reduce your exposure to these chemicals: work in a well ventilated area, and work with approved safety equipment, always wear NIOSH/OSHA approved, properly fitting face mask or respirator when using such tools.

# **GENERAL SAFETY RULES**

**AWARNING** Read all instructions. Failure to follow all instructions listed below may result in electric shock, fire and/or serious injury. The term "power tool" in all of the warnings listed below refers to your mains-operated (corded) power tool or battery-operated (cordless) power tool.



## SAVE THESE INSTRUCTIONS

### 1) Work area safety

- a) **Keep work area clean and well lit.** Cluttered or dark areas invite accidents.
- b) Do not operate power tools in explosive atmospheres, such as in the presence of flammable liquids, gases or dust. Power tools create sparks which may ignite the dust or fumes.
- c) Keep children and bystanders away while operating a power tool. Distractions can cause you to lose control.

### 2) Electrical safety

- a) Power tool plugs must match the outlet. Never modify the plug in any way. Do not use any adapter plugs with earthed (grounded) power tools. Unmodified plugs and matching outlets will reduce risk of electric shock.
- b) Avoid body contact with earthed or grounded surfaces such as pipes, radiators, ranges and refrigerators. There is an increased risk of electric shock if your body is earthed or grounded.
- c) **Do not expose power tools to rain or wet conditions.** Water entering a power tool will increase the risk of electric shock.
- d) Do not abuse the cord. Never use the cord for carrying, pulling or unplugging the power tool. Keep cord away from heat, oil, sharp edges or moving parts. Damaged or entangled cords increase the risk of electric shock.
- e) When operating a power tool outdoors, use an extension cord suitable for outdoor use. Use of a cord suitable for outdoor use reduces the risk of electric shock.

### 3) Personal safety

- a) Stay alert, watch what you are doing and use common sense when operating a power tool. Do not use a power tool while you are tired or under the influence of drugs, alcohol or medication. A moment of inattention while operating power tools may result in serious personal injury.
- b) **Use safety equipment. Always wear eye protection.** Safety equipment such as dust mask, non-skid safety shoes, hard hat, or hearing protection used for appropriate conditions will reduce personal injuries.
- c) Avoid accidental starting. Ensure the switch is in the off-position before plugging in. Carrying power tools with your finger on the switch or plugging in power tools that have the switch on invites accidents.

- d) **Remove any adjusting key or wrench before turning the power tool on.** A wrench or a key left attached to a rotating part of the power tool may result in personal injury.
- e) **Do not overreach. Keep proper footing and balance at all times.** This enables better control of the power tool in unexpected situations.
- f) Dress properly. Do not wear loose clothing or jewelry. Keep your hair, clothing and gloves away from moving parts. Loose clothes, jewelry or long hair can be caught in moving parts.
- g) If devices are provided for the connection of dust extraction and collection facilities, ensure these are connected and properly used. Use of these devices can reduce dust-related hazards.

## 4) Power tool use and care

- a) Do not force the power tool. Use the correct power tool for your application. The correct power tool will do the job better and safer at the rate for which it was designed.
- b) Do not use the power tool if the switch does not turn it on and off. Any power tool that cannot be controlled with the switch is dangerous and must be repaired.
- c) Disconnect the plug from the power source before making any adjustments, changing accessories, or storing power tools. Such preventive safety measures reduce the risk of starting the power tool accidentally.
- d) Store idle power tools out of the reach of children and do not allow persons unfamiliar with the power tool or these instructions to operate the power tool. Power tools are dangerous in the hands of untrained users.
- e) Maintain power tools. Check for misalignment or binding of moving parts, breakage of parts and any other condition that may affect the power tools operation. If damaged, have the power tool repaired before use. Many accidents are caused by poorly maintained power tools.
- f) Keep cutting tools sharp and clean. Properly maintained cutting tools with sharp cutting edges are less likely to bind and are easier to control.
- g) Use the power tool, accessories and tool bits etc., in accordance with these instructions and in the manner intended for the particular type of power tool, taking into account the working conditions and the work to be performed. Use of the power tool for operations different from those intended could result in a hazardous situation.

### 5) Service

a) Have your power tool serviced by a qualified repair person using only identical replacement parts. This will ensure that the safety of the power tool is maintained.

# ADDITIONAL SPECIFIC SAFETY RULES

- **1.** Wear ear protectors with impact drills. Exposure to noise can cause hearing loss.
- 2. Use auxiliary handles supplied with the tool. Loss of control can cause personal injury.
- 3. Hold power tools by insulated gripping surfaces when performing an operation where the cutting tool may contact hidden wiring or its own cord. Contact with a "live" wire will make exposed metal parts of the tool "live" and shock the operator.
- 4. Verify the direction of rotation before starting the tool. Never attempt to change direction of rotation while switch is "ON". To do so, may damage interlock feature built into switch. Be sure switch is "OFF" and motor has completely stopped before changing direction of rotation.
- 5. Wear eye and hearing protection. Always use safety glasses. Everyday eyeglasses are NOT safety glasses. USE CERTIFIED SAFETY EQUIPMENT. Eye protection equipment should comply with ANSI Z87.1 standards. Hearing equipment should comply with ANSI S3.19 standards.
- 6. **AWARNING** Use of this tool can generate and disburse dust or other airborne particles, including wood dust, crystalline silica dust and asbestos dust. Direct particles away from face and body. Always operate tool in well ventilated area and provide for proper dust removal. Use dust collection system wherever possible. Exposure to the dust may cause serious and permanent respiratory or other injury, including silicosis (a serious lung disease), cancer, and death. Avoid breathing the dust, and avoid prolonged contact with dust. Allowing dust to get into your mouth or eyes, or lay on your skin may promote absorption of harmful material. Always use properly fitting NIOSH/OSHA approved respiratory protection appropriate for the dust exposure, and wash exposed areas with soap and water.

SYMBOL		DEFINITION
V		volts
A		amperes
Hz		hertz
W		watts
kW		kilowatts
F		farads
μF		microfarads
I		litres
g		grams
kg		kilograms
bar		bars
Pa		pascals
h		hours
min		minutes
S		seconds
n <sub>o</sub>		no-load speed
/min	ormin-1	Revolutions or reciprocations per minute
<del></del> c	or d.c	direct current
$\sim$ .	or a.c	alternating current
2 $\sim$		two-phase alternating current

### SAVE THESE INSTRUCTIONS!



## SAVE THESE INSTRUCTIONS!

## MOTOR

Many Porter-Cable tools will operate on either D.C., or single phase 25 to 60 cycle A.C. current and voltage within plus or minus 5 percent of that shown on the specification plate on the tool. Several models, however, are designed for A.C. current only. Refer to the specification plate on your tool for proper voltage and current rating.

**CAUTION** Do not operate your tool on a current on which the voltage is not within correct limits. Do not operate tools rated A.C. only on D.C. current. To do so may seriously damage the tool.

# **EXTENSION CORD SELECTION**

If an extension cord is used, make sure the conductor size is large enough to prevent excessive voltage drop which will cause loss of power and possible motor damage. A table of recommended extension cord sizes will be found in this section. This table is based on limiting line voltage drop to 5 volts (10 volts for 230 volts) at 150% of rated amperes.

If an extension cord is to be used outdoors, it must be marked with the suffix W-A or W following the cord type designation. For example – SJTW-A to indicate it is acceptable for outdoor use.

	Length of Cord in Feet									
	115V	25 Ft.	50 Ft.	100 Ft.	150 Ft.	200 Ft.	250 Ft.	300 Ft.	400 Ft.	500 Ft.
	230V	50 Ft.	100 Ft.	200 Ft.	300 Ft.	400 Ft.	500 Ft.	600 Ft.	800 Ft.	1000 Ft.
	0-2	18	18	18	16	16	14	14	12	12
	2-3	18	18	16	14	14	12	12	10	10
Rating	3-4	18	18	16	14	12	12	10	10	8
Ba	4-5	18	18	14	12	12	10	10	8	8
ere	5-6	18	16	14	12	10	10	8	8	6
Ampere	6-8	18	16	12	10	10	8	6	6	6
	8-10	18	14	12	10	8	8	6	6	4
Nameplate	10-12	16	14	10	8	8	6	6	4	4
hep	12-14	16	12	10	8	6	6	6	4	2
Nar	14-16	16	12	10	8	6	6	4	4	2
-	16-18	14	12	8	8	6	4	4	2	2
	18-20	14	12	8	6	6	4	4	2	2

RECOMMENDED EXTENSION CORD SIZES FOR USE WITH PORTABLE ELECTRIC TOOLS

## SAVE THESE INSTRUCTIONS!

# **CARTON CONTENTS**

Carton contents include the drill, an auxiliary handle for models 2614 and 2615 only, an instruction manual, and a parts list.

# FUNCTIONAL DESCRIPTION

## FOREWORD

Porter-Cable drills are designed to drill holes of various sizes in wood and metal as indicated in the following chart:

MODEL # OF DRILL	TYPE OF BIT	MAX. DIA. HOLE	MATERIAL	
2610	Twist Drill	3/8"	Steel	
	Spade Bit	3/4"	Wood	
2611	Self-feed Bit	3/8"	Wood	
	Twist Drill	1/2"	Steel	
2614, 2615	Spade Bit	1-1/2"	Wood	
	Self-feed Bit	1-1/4"	Wood	

# ASSEMBLY

**NOTE:** This tool is shipped completely assembled. No assembly time or tools are required.

# INSTALLING AND REMOVING DRILL BITS-

## **AWARNING** Disconnect tool from power source.

- 1. For keyed chucks, open the jaws by turning the outer sleeve (A) Fig. 1 counter-clockwise. For keyless chucks, open the jaws by turning the outer sleeve (A) Fig. 2.
- Clean and insert the smooth end of the drill bit as far as it will go into the chuck, then withdraw the bit approximately 1/16", or up to the flutes for small bits.
- While holding the bit with one hand, turn the outer sleeve (A) Fig.1 for keyed chucks or (A) Fig. 2 for keyless chucks clockwise until the chuck grips the bit.
- For keyed chucks, insert the chuck key (B) Fig. 1 into each of 3 keyholes in the chuck body (A) Fig. 1 in succession and tighten securely by turning the key clockwise. For keyless chucks, hold the inner sleeve (B) Fig. 2 and turn the outer sleeve (A) Fig. 2 clockwise.

**AWARNING Remove the** chuck key before starting the tool.

 To remove the bit for keyed chucks, loosen the chuck with the key. For keyless chucks, hold the inner sleeve (B) Fig. 2 and turn the outer sleeve (A) Fig. 2 counter-clockwise.





# ATTACHING THE AUXILIARY HANDLE

**AWARNING** Hold the auxiliary handle as illustrated in Fig. 6. This grip helps you resist the rotational force and prevents accidental electrical shock, should you accidentally drill into a live wire. **Use the auxiliary handle during all drilling operations.** 

## **AWARNING** Disconnect tool from power source.

- 1. Insert the square nut (A) Fig. 3 into the recess in the auxiliary handle (B).
- 2. Position the clamping plate (C) on the auxiliary handle with the serations over the hex opening.
- 3. Insert the clamping screw (D) through the clamping plate (C) and the auxiliary handle (B), and thread it into the nut (A). Do not tighten completely.



- 4. Slide the auxiliary handle assembly over the chuck and on the front of the housing.
- 5. Locate the handle in the desired position and align the recesses in the handle to engage the bosses (F) Fig. 3 on the housing. The handle may be located in any one of 12 positions 360° around the housing.
- 6. Tighten the clamping screw (D) securely.

# OPERATION

# TO START AND STOP THE DRILL

**ACAUTION** Confirm that the switch is **"OFF"**. Make sure that the power circuit voltage is the same as that shown on the specification plate. Connect the drill to the power circuit.

- 1. Squeeze the trigger switch (A) Fig. 4 to start the motor. Release the trigger to stop the motor.
- A lock button (B) Fig. 4 is provided to keep motor running without holding the trigger switch "ON". To lock the trigger switch "ON", squeeze the trigger as far as it will go, push in the lock button and release the trigger. To unlock the lock button, squeeze the trigger and release, leaving the lock button free to spring out.



**NOTE:** The lock button can be engaged **ONLY** when the drill is running at maximum speed.

**AWARNING** Never use the lock button when the drill may have to be stopped suddenly.

 Your tool will operate in either the forward direction (clockwise rotation) for drilling holes, or the reverse direction (counter-clockwise rotation) for releasing jammed drill bits. For counter-clockwise rotation, stop the motor by releasing the trigger switch. Push the reversing switch (C) Fig. 4 for counter-clockwise rotation, release the jam, then return to the switch to clockwise rotation for drilling.

**NOTE:** Never attempt to change the direction of rotation while the switch is "**ON**". To do so may damage interlock feature built into switch. Be sure that the switch is "**OFF**" and the motor has completely stopped before changing the direction of rotation.

4. **VARIABLE SPEED** – As the trigger switch is squeezed, the drill speed increases.

# HOW TO HOLD THE DRILL

**AWARNING** The front end of tool may become "live" if the bit drills into live wiring in a wall. To prevent accidental electrical shock, hold the drill as shown in Fig. 5 or 6. Apply forward force on the pistol grip handle only, and only with your hands.

An auxiliary handle is supplied with some models. Use the auxiliary handle on those models during all drilling operations. Grasp the auxiliary handle with one hand to resist rotational force **ONLY**.





# HOW TO USE THE DRILL

- 1. Be sure that the chuck securely grips the drill bit. (See "INSTALLING AND REMOVING DRILL BITS").
- 2. Set the **REVERSING SWITCH** for clockwise rotation.
- 3. Use a vise to hold the workpiece securely or clamp it in place prior to starting the drilling operation.

**ACAUTION** A loose workpiece may spin and cause bodily injury.

- 4. Use a center punch to make a small dent in the workpiece at the location where you want the hole.
- 5. Place the tip of the drill bit in that dent, hold the drill square with the workpiece, and start the motor. Apply steady, even pressure to keep the drill bit cutting. Too little pressure will keep the bit from cutting and dull the edges due to excessive friction created by sliding over the surface.

**ACAUTION** Too much pressure may cause the bit to break or overheat resulting in bodily injury or damaged drill bits.

**ACAUTION BE ALERT** and brace yourself against the twisting action of the drill, should the bit jam in the work.

- 6. If the drill stalls or the bit becomes jammed in the hole, release the trigger immediately. Remove the drill bit from work and determine the cause of stalling or jamming. Do not squeeze the trigger "ON" AND "OFF" to free a stalled drill or jammed bit. This will damage the motor. You can reverse the direction of rotation to help free a jammed bit. Reset the direction of rotation before drilling.
- 7. Reduce the pressure on the drill just before the bit cuts through the work to avoid splintering the wood or stalling in the metal.
- 8. When the bit has completely penetrated the workpiece and is spinning freely, withdraw it from the workpiece while the motor is still running, then turn the drill "off".

# DRILLING WOOD

In addition to the instructions listed under "**HOW TO USE THE DRILL**", the following will also apply:

- 1. Withdraw twist drill bits from the hole frequently to clear the chips in the flutes to avoid overheating and burning the workpiece.
- 2. If you use a backing block to prevent splintering, clamp it securely in place. If you do not use a backing block with spade bits or auger bits, reduce the pressure as soon as the bit point breaks through the workpiece, and complete the hole from the opposite side.

# DRILLING METAL

In addition to the instructions listed under "**HOW TO USE THE DRILL**", the following will also apply:

**ACAUTION** Jamming of the bit is more likely to happen with metal than with other materials.

- 1. Use only good quality, sharp, high speed steel twist bits.
- 2. Start drilling with a slow speed and gradually increase the speed as the drill cuts. The harder the material, the slower the speed required.
- 3. When drilling a large hole, drill a smaller hole first, and then enlarge it to the required size.
- 4. The use of oil, or other lubricant on the drill point helps keep the bit cool, increases drilling action, and prolongs drill bit life.

# CHUCK REPLACEMENT

## **AWARNING** Disconnect tool from power source.

- 1. Open the chuck jaws as wide as possible to gain access to the chuck retaining screw.
- While holding the chuck securely with a 9/16" wrench (not supplied) on the flats of the spindle shaft (A) Fig. 7, remove the chuck retaining screw by turning the screw clockwise (left hand threads) with a hex wrench (not supplied).
- Place the short end of a large hex wrench (1/4" or larger) (A) Fig. 8 into the chuck (B), and tighten the chuck jaws on the hex wrench. Place a 9/16" wrench (C) on the flats of the spindle shaft. Turn the chuck counter-clockwise to remove.

- 4. **INSTALL THE CHUCK:** Open the jaws of the replacement chuck as wide as possible. Thread the chuck on the spindle by turning the chuck clockwise. Hand tighten. Place a hex wrench (A) Fig. 8 in the chuck (B), and a 9/16" wrench (C) on the flats of the spindle. Tighten firmly by turning the chuck clockwise.
- 5. Remove the hex wrench from the chuck.
- 6. **INSTALL THE CHUCK RETAINING SCREW:** Turn the screw counterclockwise.Tighten securely.





# TROUBLESHOOTING

For assistance with your tool, visit our website at **<u>www.porter-cable.com</u>** for a list of service centers or call the Porter-Cable help line at 1-800-487-8665.

# MAINTENANCE

# KEEP TOOL CLEAN

Periodically blow out all air passages with dry compressed air. All plastic parts should be cleaned with a soft damp cloth. NEVER use solvents to clean plastic parts. They could possibly dissolve or otherwise damage the material.

## **AWARNING** Wear ANSI Z87.1 safety glasses while using compressed air.

# FAILURE TO START

Should your tool fail to start, check to make sure the prongs on the cord plug are making good contact in the outlet. Also, check for blown fuses or open circuit breakers in the line.

# LUBRICATION

This tool has been lubricated with a sufficient amount of high grade lubricant for the life of the unit under normal operating conditions. No further lubrication is necessary.

## **BRUSH INSPECTION** (If applicable)

For your continued safety and electrical protection, brush inspection and replacement on this tool should ONLY be performed by an AUTHORIZED PORTER-CABLE SERVICE STATION or a PORTER-CABLE•DELTA FACTORY SERVICE CENTER.

At approximately 100 hours of use, take or send your tool to your nearest authorized Porter-Cable Service Station to be thoroughly cleaned and inspected. Have worn parts replaced and lubricated with fresh lubricant. Have new brushes installed, and test the tool for performance.

Any loss of power before the above maintenance check may indicate the need for immediate servicing of your tool. DO NOT CONTINUE TO OPERATE TOOL UNDER THIS CONDITION. If proper operating voltage is present, return your tool to the service station for immediate service.

# SERVICE

# **REPLACEMENT PARTS**

When servicing use only identical replacement parts. For a service parts list or to learn more about Porter-Cable visit our website at <u>www.porter-cable.com</u>

# SERVICE AND REPAIRS

All quality tools will eventually require servicing, or replacement of parts due to wear from normal use. For assistance with your tool, visit our website at **<u>www.porter-cable.com</u>** for a list of service centers or call the Customer Care Department at **1-800-487-8665.** All repairs made by our service centers are fully guaranteed against defective material and workmanship. We cannot guarantee repairs made or attempted by others.

Should you have any questions about your tool, feel free to write us at any time. In any communications, please give all information shown on the nameplate of your tool (model number, type, serial number, etc.).

# ACCESSORIES

A complete line of accessories is available from your Porter-Cable•Delta Supplier, Porter-Cable•Delta Factory Service Centers, and Porter-Cable Authorized Service Stations. Please visit our Web Site <u>www.porter-cable.com</u> for a catalog or for the name of your nearest supplier.

**AWARNING** Since accessories other than those offered by Porter-Cable•Delta have not been tested with this product, use of such accessories could be hazardous. For safest operation, only Porter-Cable•Delta recommended accessories should be used with this product.

# WARRANTY

# PORTER-CABLE LIMITED ONE YEAR WARRANTY

Porter-Cable warrants its Professional Power Tools for a period of one year from the date of original purchase. We will repair or replace at our option, any part or parts of the product and accessories covered under this warranty which, after examination, proves to be defective in workmanship or material during the warranty period. For repair or replacement return the complete tool or accessory, transportation prepaid, to your nearest Porter-Cable Service Center or Authorized Service Station. Proof of purchase may be required. This warranty does not apply to repair or replacement required due to misuse, abuse, normal wear and tear or repairs attempted or made by other than our Service Centers or Authorized Service Stations.

ANY IMPLIED WARRANTY, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WILL LAST ONLY FOR ONE (1) YEAR FROM THE DATE OF PURCHASE.

To obtain information on warranty performance please write to: PORTER-CABLE CORPORATION, 4825 Highway 45 North, Jackson, Tennessee 38305; Attention: Product Service. THE FOREGOING OBLIGATION IS PORTER-CABLE'S SOLE LIABILITY UNDER THIS OR ANY IMPLIED WARRANTY AND UNDER NO CIRCUMSTANCES SHALL PORTER-CABLE BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES. Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

This warranty gives you specific legal rights and you may also have other legal rights which vary from state to state.

## PORTER-CABLE • DELTA SERVICE CENTERS (CENTROS DE SERVICIO DE PORTER-CABLE • DELTA) (CENTRE DE SERVICE PORTER-CABLE • DELTA)

Parts and Repair Service for Porter-Cable • Delta Power Tools are Available at These Locations (Obtenga Refaccion de Partes o Servicio para su Herramienta en los Siguientes Centros de Porter-Cable • Delta) (Locations où vous trouverez les pièces de rechange nécessaires ainsi qu'un service d'entretien)

### ARIZONA

Tempe 85282 (Phoenix) 2400 West Southern Avenue Suite 105 Phone: (602) 437-1200 Fax: (602) 437-2200

### CALIFORNIA

Ontario 91761 (Los Angeles) 3949A East Guasti Road Phone: (909) 390-5555 Fax: (909) 390-5554

San Diego 92111 7638 Clairemont Blvd. Phone: (858) 277-9595 Fax: (858) 277-9696

San Leandro 94577 (Oakland) 3039 Teagarden Street Phone: (510) 357-9762 Fax: (510) 357-7939

### COLORADO

Arvada 80003 (Denver) 8175 Sheridan Blvd., Unit S Phone: (303) 487-1809 Fax: (303) 487-1868

### FLORIDA

Davie 33314 (Miami) 4343 South State Rd. 7 (441) Unit #107 Phone: (954) 321-6635 Fax: (954) 321-6638

Tampa 33609 4538 W. Kennedy Boulevard Phone: (813) 877-9585 Fax: (813) 289-7948

#### GEORGIA

Forest Park 30297 (Atlanta) 5442 Frontage Road, Suite 112 Phone: (404) 608-0006 Fax: (404) 608-1123

### ILLINOIS

Addison 60101 (Chicago) 400 South Rohlwing Rd. Phone: (630) 424-8805 Fax: (630) 424-8895

Woodridge 60517 (Chicago) 2033 West 75th Street Phone: (630) 910-9200 Fax: (630) 910-0360

#### MARYLAND

Elkridge 21075 (Baltimore) 7397-102 Washington Blvd. Phone: (410) 799-9394 Fax: (410) 799-9398

### MASSACHUSETTS

Franklin 02038 (Boston) Franklin Industrial Park 101E Constitution Blvd. Phone: (508) 520-8802 Fax: (508) 528-8089

### MICHIGAN

Madison Heights 48071 (Detroit) 30475 Stephenson Highway Phone: (248) 597-5000 Fax: (248) 597-5004 MINNESOTA Minneapolis 55429 5522 Lakeland Avenue North Phone: (763) 561-9080 Fax: (763) 561-0653

#### MISSOURI

North Kansas City 64116 1141 Swift Avenue Phone: (816) 221-2070 Fax: (816) 221-2897

St. Louis 63119 7574 Watson Road Phone: (314) 968-8950 Fax: (314) 968-2790

#### NEW YORK

Flushing 11365-1595 (N.Y.C.) 175-25 Horace Harding Expwy. Phone: (718) 225-2040 Fax: (718) 423-9619

### NORTH CAROLINA

Charlotte 28270 9129 Monroe Road, Suite 115 Phone: (704) 841-1176 Fax: (704) 708-4625

#### OHIO Columbus 43214 4560 Indianola Av

4560 Indianola Avenue Phone: (614) 263-0929 Fax: (614) 263-1238 Cleveland 44125 8001 Sweet Valley Drive Unit #19 Phone: (216) 447-9030 Fax: (216) 447-3097

### OREGON

Portland 97230 4916 NE 122 nd Ave. Phone: (503) 252-0107 Fax: (503) 252-2123

### PENNSYLVANIA

Willow Grove 19090 (Philadelphia) 520 North York Road Phone: (215) 658-1430 Fax: (215) 658-1433

### TEXAS

Carrollton 75006 (Dallas) 1300 Interstate 35 N, Suite 112 Phone: (972) 446-2996 Fax: (972) 446-8157

Houston 77043 4321 Sam Houston Parkway, West Suite 180 Phone: (713) 983-9910 Fax: (713) 983-6645

### WASHINGTON

Auburn 98001(Seattle) 3320 West Valley HWY, North Building D, Suite 111 Phone: (253) 333-8353 Fax: (253) 333-9613

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