

Special Features

Protective Cover & Paper Guide

Black & Decker is committed to offering **dependable, user-friendly products.**

Our patent-pending **Protective Cover** delivers the security and peace of mind every user desires. When closed, it simply snaps in place and covers the shredder opening, making it difficult for children or pets to access the opening. It is also a simple visual cue that allows you to see, from across the room, that your shredder is safe and secure.



To open the Protective Cover, simply press the button on the front of the machine. This releases the cover and the front button will pop out. The cover will then pop up. For use, lift the cover to the open position. The shredder is now ready for use.



Once the Protective Cover is up, it also functions as a convenient paper guide for added ease-of-use.

When not shredding, close the Protective Cover. You will know it is secure when the cover snaps into place and the front button returns to its original position.

Revolutionary Power Boost Technology

Your Black & Decker paper shredder is equipped with **Power Boost Technology.**



Occasionally, if sheet capacity is exceeded or if the paper is not put in straight, you may experience a jam. Black & Decker developed **Power Boost Technology that provides an overdrive function to power through a paper jam.**

In case of a jam, the shredder will stop automatically. To use the Power Boost function, simply press the Power Boost button for half a second. This will add the boost of power necessary to clear the jam. If the jam still remains, a flashing light will appear. Please refer to the Troubleshooting section in this manual.



Sheet capacity: **10 20 lb. pages in one pass**
 Maximum running time: **3 minutes**
 Automatic cool-down period: **30 minutes**
 Voltage: **120**



Limited Lifetime Warranty

WHO IS COVERED:

This warranty covers only the original retail purchaser of the Black & Decker Paper Shredder who submits the warranty registration card within 90 days after purchase. This warranty is not transferable.

HOW LONG DOES COVERAGE LAST:

For cutter blades: Lifetime – as long as you own the product
 For all other parts: One year from the date of original purchase

WHAT IS COVERED:

Any defect in material or workmanship of your Black & Decker Paper Shredder

WHAT IS NOT COVERED:

This warranty does not cover damage due to misuse, abuse or accident such as:

- failure to maintain the product as provided in the Black & Decker Paper Shredder Instruction Manual
- commercial use
- improper or unauthorized repair or service
- fire, flood, “acts of God” or other contingencies beyond the control of The Visionworks Group

WHAT THE VISIONWORKS GROUP WILL DO:

Repair, and if not possible, replace your Black & Decker Paper Shredder with a new or reconditioned model of the same type. If the model has been revised, you will receive the most current model.

HOW TO GET SERVICE:

Visit our website at www.blackanddeckershredders.com or call the toll free customer service line at **1-800-297-5028.**

THE DURATION OF ANY IMPLIED WARRANTY OF MERCHANTABILITY IS LIMITED TO ONE YEAR. THE VISIONWORKS GROUP SHALL NOT BE RESPONSIBLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE PURCHASE OR USE OF THE PAPER SHREDDER. 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 limitations may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.



PROTECT YOUR IDENTITY WITH THE BRAND YOU TRUST™



SKU #CC1000

Please read these instructions before use

Thank you for buying a Black & Decker paper shredder. **Black & Decker paper shredders** have become the benchmark for innovation, performance and quality to protect against identity theft. We have taken great care in designing and engineering a product to meet your needs.

To ensure years of safe, efficient performance, please read these important product usage and safety instructions.

Customer Service

Black & Decker has a toll-free help line for customers living in the United States and Canada. Our customer service phone number is **1-800-297-5028** or visit our website at www.blackanddeckershredders.com.

The Following Are Important Safety Instructions. Read All Instructions Before Using.

⚠ WARNING

- WARNING:** Hazardous moving parts. Keep fingers and other body parts away.
 - WARNING:** To reduce risk of fire, electrical shock or injury:
 - NEVER** allow children to operate a paper shredder, even under adult supervision. A paper shredder is **NOT** a toy.
 - DO NOT** use flammable synthetic oil, petroleum-based products or aerosols of any kind on or near product at any time.
 - DO NOT** operate any electrical product with a damaged cord.
 - ALWAYS** keep the power cord clear of the shredder opening.
 - AVOID** getting jewelry, hair or loose clothing too close to feed slot as serious injury can occur.
 - DO NOT** handle plug or product with wet hands.
 - ALWAYS** keep children and pets away from the shredder.
 - ALWAYS** unplug shredder when not in use, before removing the shredder head to empty the bin, to perform routine maintenance, to clear a paper jam, and before handling the shredder head when transporting or storing shredder.
 - DO NOT** attempt to feed more sheets of paper than specified on the feeder.
 - DO NOT** attempt to shred materials other than paper or credit cards.
 - ALWAYS** empty the wastebasket prior to becoming full.
 - DO NOT** place shredder near heat or water source.
 - ALWAYS** grip the shredder head firmly using both hands before removing it from the bin and when handling the shredder head, taking care to keep fingers clear of blades on underside of shredder head.
 - DO NOT** open shredder head to attempt repair: It could expose you to electric shock and will void your warranty.
 - NEVER** carry the shredder head by the cord.
- The socket-outlet shall be installed near the equipment and shall be easily accessible.

⚠ WARNING ALWAYS KEEP CHILDREN CLEAR OF SHREDDER

WARNING ICONS: The icons on top of the shredder warn the user of the potential dangers if the shredder is used improperly.



Setup

- Remove shredder head from inside bin. Place shredder head on bin and using both hands, push down firmly on each side of the shredder head.
- Check shredder for damage or defects. (To notice some particles of paper is normal due to product testing.)
- Plug the power cord into any easily reached standard outlet.
- To use, have the power switch (1), located on the back of the shredder, in the ON (-) position.
- Release the protective cover (4) by pushing the protective cover release button (3). The cover will pop up. Simply lift the cover into the ready position.
- Press the function switch (2) into the automatic (=) position. When the control panel lights up, the shredder is ready for use.
- (=) indicates automatic Forward, (o) indicates machine is Off, (-) indicates Reverse
- Place allotted amount of paper into the shredder using the convenient paper guides.



When Not In Use

Close the protective cover. You will know it is secure when the cover snaps in place and the front button depresses.

ALWAYS unplug before emptying bin.

Product Information

This product is designed to shred paper, staples and credit cards. It is not intended to shred large paper clips, CDs, DVDs, continuous forms, adhesive labels, transparencies, newspaper, cardboard or any other plastic other than credit cards. Using it for these purposes is likely to cause irreparable damage.

Indicator Lights

To provide ease-of-use, your Black & Decker paper shredder has indicator lights as visual cues to communicate any problems.

If the light below the thermometer icon is illuminated, this means the shredder needs to cool down. Simply turn off the shredder and let cool for approximately 30 minutes.

If the light below the bin full icon is illuminated, this means the shredder bin needs to be emptied. Unplug shredder and empty the shredder bin.

Flashing Light. If a flashing light appears on the indicator bar, a jam still exists; see the troubleshooting section to clear the jam.



Maintenance

ALWAYS UNPLUG shredder before performing any maintenance. It is important to empty the waste bin regularly to ensure the smooth operation of the cutting cylinders. The shredder will not operate when the bin is full. Regular oiling is also necessary for proper performance. It is recommended to use shredder oil every few weeks. Do not use flammable synthetic oil, petroleum-based products or aerosols of any kind on or near product at any time. Shredder oil may be purchased at most retailers in the shredder section of the store.

Troubleshooting

If you have a problem with your shredder, check the symptoms and remedies below. If you cannot solve the problem this way, contact Black & Decker paper shredders Customer Service. **Do not open shredder head to attempt repair: It could expose you to electric shock and will void your warranty.**

Symptom	Remedy
Shredder does not start or stops while shredding.	- Confirm the shredder head is positioned correctly. Place shredder head on bin, and using both hands, push down firmly on each side of the shredder head. - Make sure shredder is plugged in, power switch on back of unit (1) is in the ON (-) position, and function switch (2) is in the automatic forward position (=).
Shredder overheat indicator light is on.	- Wait 30 minutes for shredder to cool down before trying again. If shredder is overheated, indicator light (6) will be on. Once shredder has cooled off, indicator light (6) will no longer be on.
Shredder power is on but machine will not shred.	- Check to see if the bin is full. If bin is full, indicator light (7) will be on. Follow instructions under maintenance.
Paper jam.	1. Press the Power Boost button (5) to provide overdrive function and power through the jam. The Power Boost function will only last 15 seconds. 2. If Power Boost does not clear the jam, a flashing light will appear on the indicator bar. Press and hold the function switch in reverse (-) position and attempt to back paper out of shredder. If you are unable to clear the jam, turn off and unplug the shredder; remove the bin and carefully remove any paper extending below the cutting cylinders.
Shredder squeaks, grinds or runs below capacity.	- Oil cutting cylinders with shredder oil.
Shredder continues to run for 2 or 4 seconds after shredding has been completed.	- No action required. This is a self-cleaning function.