

# **VEVOR<sup>®</sup>**

## **TOUGH TOOLS, HALF PRICE**

Technical Support and E-Warranty Certificate

[www.vevor.com/support](http://www.vevor.com/support)

### **BINDING MACHINE**

**MODEL: S20A**

We continue to be committed to provide you tools with competitive price.

"Save Half", "Half Price" or any other similar expressions used by us only represents an estimate of savings you might benefit from buying certain tools with us compared to the major top brands and does not necessarily mean to cover all categories of tools offered by us. You are kindly reminded to verify carefully when you are placing an order with us if you are actually saving half in comparison with the top major brands.



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### NEED HELP? CONTACT US!

Have product questions? Need technical support? Please feel free to contact us:

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This is the original instruction, please read all manual instructions carefully before operating. VEVOR reserves a clear interpretation of our user manual. The appearance of the product shall be subject to the product you received. Please forgive us that we won't inform you again if there are any technology or software updates on our product.



Warning-To reduce the risk of injury, user must read instructions manual carefully.

## WARNING & ATTENTIONS

- ⚠ Read this operation manual carefully before using.
- ⚠ Keep the machine separately from children.
- ⚠ Keep the machine away from fire and liquid.
- ⚠ Put the machine on a stable and safe place in order to prevent it from falling or causing any injury to people or the machine itself.
- ⚠ Test the machine with some scrap paper before formally punching and binding, to make sure whether the position is correct to punch.
- ⚠ Please do not let the child operate separately.
- ⚠ Take out the surplus parts from the packing box. Put the machine on a balanced and safe place to avoid falling off or causing any injury to people or the machine.
- ⚠ Operate the machine strictly as per the manuals especially pay attention to the max Punching and binding capacity.
- ⚠ Please test the machine before you punch the official documents.
- ⚠ When punching the plastic covers, we suggest that the cover should be clipped between two pieces of paper.
- ⚠ Please don't use the machine to punch hard materials such as metals to avoid damage to the machine.
- ⚠ When clamping the plastic ring, pls don't put your fingers inside this area, otherwise, you will get hurt.
- ⚠ The machine is only dedicated to using plastic ring.
- ⚠ Please don't put the machine in wet places to avoid any liquid dropping inside.
- ⚠ For the first use, make a punch with blotting paper to suck up excess lube from the blade.

## STRUCTURAL REPRESENTATION



## TECHNICAL SPECIFICATIONS

Rating(s):	110V~120VAC 60Hz 6.75±10%W 220V~240VAC 50Hz 6.75±10%W
Punching Capacity:	20 Sheets (A4 80g)
Binding Capacity:	500 Sheets (A4)
Adjustable Margin:	3/5/7 mm
Number of Holes:	46 holes
Square Hole Distance:	6.35mm
Round Holes Size:	4mm
Quantity of Movable Cutter:	all
Paper Format:	A4 paper or smaller sizes
Machine Dimension:	416*299*300mm
N.W.:	7.5kg
Packing Dimension:	480*225*360mm
G.W.:	8.4kg

## PARTS LIST

Parts Name	Quantity
PVC spiral coil	100 pcs
Wire cutters	1 pc
Blotting paper	1 pc
Instructions	1 pc

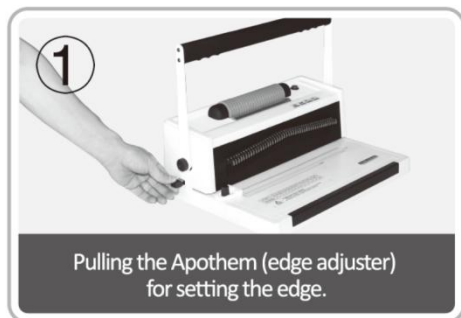
## OPERATING GUIDE



**Place the machine on a steady and even place before using!**

For the first use, make a punch with blotting paper to suck up excess lube from the blade.

### 1. Punching Operation



## 2. Binding Operation



- ◆ Choose the spiral coil according to the thickness of the document. The following form is for your reference to choose the proper spiral coil.

Spiral size (mm)	Spiral size (inch)	Max.Binding sheets	Spiral size (mm)	Spiral size (inch)	Max.Binding sheets
6	1/4	30	22	7/8	190
8	5/16	50	25	1	220
10	3/8	70	28	1-1/8	250
12	1/2	95	32	1-1/4	280
14	9/16	120	38	1-1/2	325
16	5/8	145	44	1-3/4	410
19	3/4	165	51	2	500

## MAINTENANCE

### Clean up the waste bin

The waste bin, which is located at the back of the machine, is dedicated for the waste of punching. The frequency of cleaning up the waste bin depends on the frequency you use the machine.

- 1.Pull out the waste bin from the back of the machine
- 2.Pour the waste into the rubbish bin.
- 3.And insert the waste bin again.

Please clean up the waste bin frequently!

## PROBLEMS & SOLUTIONS

Problems	Reasons	Solutions
1.The lever couldn't be pressed down when punching	Paper scraps or other hard materials stay inside the paper cutter	Clean up the rubbish with hardboard
	Exceeding the punching capacity	Operate according to the manual
2.Slanting paper margin	The paper is lopsided when inserting	Take out the paper and put in again
	Paper scraps or other hard materials stay inside the paper cutter	Clean up the rubbish with hardboard
3.Slanting plastic comb open	The binding mechanism is distorted	Just the binding teeth on the rack
	The comb opening hook is distorted	Press opens the comb opening mechanism and just the hook
4.Paper punching is not complete and it's hard to pull out the paper	Exceeding the max. Punching capacity	Lessen the punching thickness (follow the manual)
5.Paper couldn't touch the rack when inserting	The paper is old with the side rolling up	Smooth the paper and insert again



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**Imported to USA:** Sanven Technology Ltd. Suite 250, 9166 Anaheim Place, Rancho Cucamonga, CA 91730

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