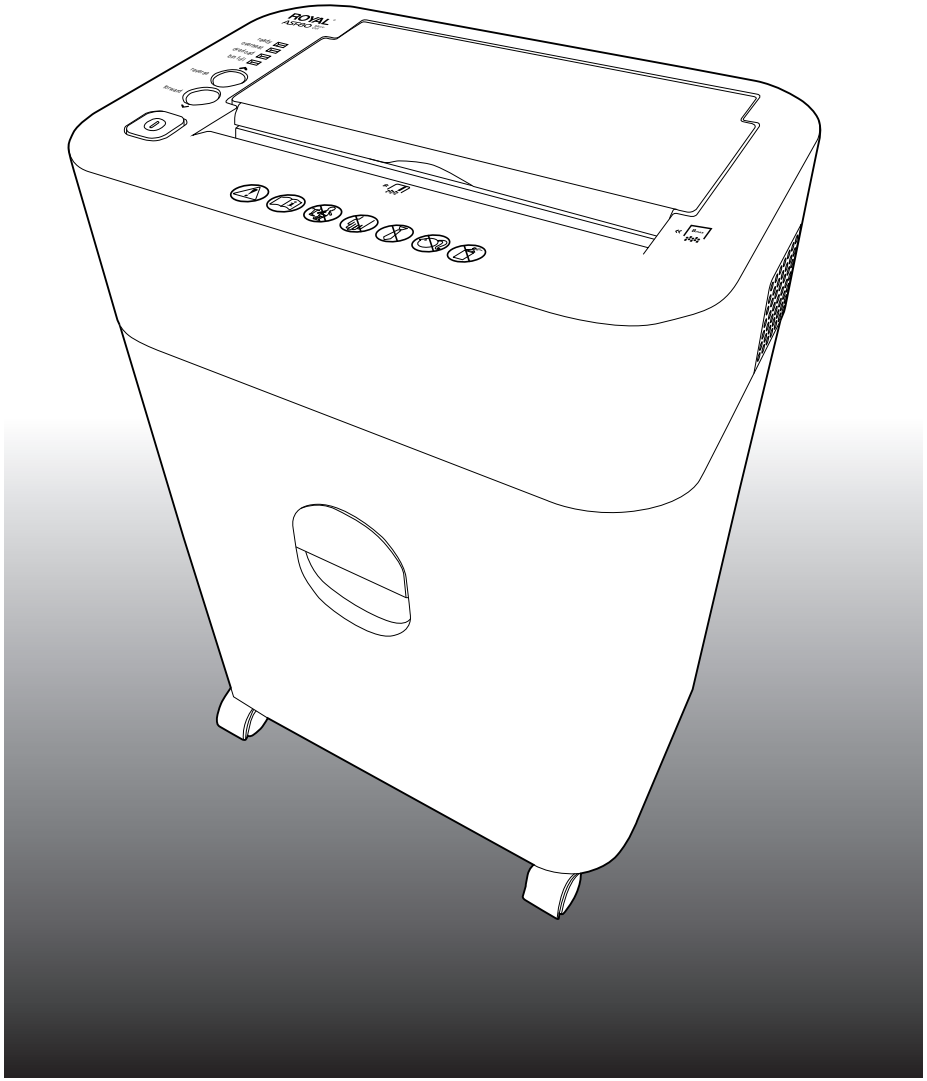
Auto Sheet Feed

ASF80

OPERATIONAL MANUAL



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ASF80IM0118

ROYAL®
Consumer Information Products, Inc.
1160 U.S. Highway 22 East
Suite 301
Bridgewater, NJ 08807

Made in China

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.

BE SURE TO KEEP A COPY OF YOUR SALES RECEIPT!

STANDARD WARRANTY

ROYAL CONSUMER INFORMATION PRODUCTS, INC. ("Royal"), at 1160 U.S. Highway 22 East, Suite 301, Bridgewater NJ 08807 USA 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.

CUTTING BLADES: Royal provides a THREE (3) YEAR warranty on the cutter blades.

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
   50 Hilton Street
   Easton, PA 18042 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 in English or French call +1-800-272-6229 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

Specifications:

Shred Type:	Micro Cut
Shred Width:	17/100” x 15/32”
Shredding Capacity:	8 Sheets (20 lb. bond paper) or 1 Credit Card
Paper Tray Capacity:	80 Sheets (20 lb. bond paper)
Feed Opening:	8 3/4 inches
Dimensions:	13 3/100” x 8 3/5” x 19 7/9”
Weight:	18.3 lbs. (8.3Kg)
Input:	115 volt AC, 5.5 amp.

State of California Proposition 65 Warning

The following statement is required by the State of California.

Warning: This product may contain chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm. Wash hands after handling

ROYAL ASF80 PAPER SHREDDER

⚠WARNING

1. **ALWAYS** keep out of the reach of children as serious injury could occur.
2. **DO NOT** place finger too close to feed slot as serious injury could occur.
3. **AVOID** getting jewelry, hair or loose clothing too close to feed slot as serious injury could occur.
4. **ALWAYS** keep shredder off and unplugged when not in use.
5. **ALWAYS** unplug shredder when moving, cleaning or empting the waste receptacle.
6. **DO NOT** attempt to feed more sheets of paper than specified on the feeder.
7. **DO NOT** attempt to shred materials other than paper and credit cards and in the provided feed slots.
8. **ALWAYS** install shredder near the socket-outlet and have it easily accessible.
9. **ALWAYS** limit continuous shredding to the specified time as suggested in the instruction manual.
10. **ALWAYS** empty the waste receptacle prior to the receptacle becoming full.
11. **DO NOT** attempt to operate shredder if the shredder is experiencing any kind of problem.
12. **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





ROYAL ASF80 PAPER SHREDDER

Setup:

1. The ASF80 shredder should be placed on a flat level surface.
2. Make sure that the wastebasket is completely inserted in to the shredder cabinet and that it fits flush with the shredder cabinet.
3. Plug the power cord into any standard 115-volt AC outlet.
4. After pressing the **Power ON/OFF** button, the **ready LED** should light up. You are now ready to start shredding.

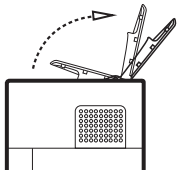
Operating the ASF80:

With the electrical cord plugged in, the **Power ON/OFF** button pressed and the shredder wastebasket properly in place, the **ready LED** will light up. This means that the shredder is now ready for operation.
It is recommended that when the Auto Sheet Feed is not in use, the Paper Table Lid should remain in the closed position.

For **Manual Feed** shredding, a maximum of 8 sheets at one pass or a single credit card is recommended. Exceeding the maximum 8 sheet or multiple credit card insertions could result in unnecessary paper jams. When the 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.

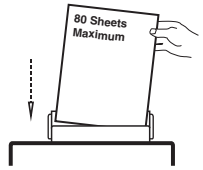
For **Auto Sheet Feed** shredding, grasp the front edge of the Paper Table Lid and open fully as in Diagram ①. Staples and Paper Clips should be removed prior to insertion. Place up to 80 sheets of paper neatly stack into the paper tray as in Diagram ②.
The feeding of the paper should begin immediately.

Diagram ①



Open paper table fully

Diagram ②



Remove Staples and Clips before inserting paper

Electronic Features:

1. The **ready LED** lets you know the shredder is working and ready to shred.
2. The **overheated LED** will light up when the motor temperature reached it maximum allowed temperature and shut off the power to the motor. When the motor cools down, the shredder will be ready to resume shredding.
3. The **overload LED** will light up when the shredder has exceeded the maximum sheet capacity which is 8 sheets.
4. The **bin full LED** will light up when the waste bin is full and should be emptied.

Sheet capacity:

On Manual Feed, the Royal ASF80 will shred up to eight (8) sheets and will accept paper widths up to 8 3/4 inches. When shredding small material like credit cards, envelopes, or receipts, insert them through the middle of the feed opening.
On Auto Sheet Feeding, the Royal ASF80 will shred up to eighty (80) sheets neatly stack

ROYAL ASF80 PAPER SHREDDER

Cautions:

1. Keep all loose articles of clothing, ties, jewelry, hair or other small items away from the feed opening to prevent injury.
2. Keep the shredder turned off or unplugged when not in use for prolonged periods of time.
3. The Royal ASF80 will cut staples, small paper clips and credit cards; however, proper discretion is recommended.
4. Do not place hands or fingers into the shredder throat as serious injury could result.
5. When manually changing feed direction, pause for the motor to stop.
6. Always turn off or unplug the shredder prior to moving, cleaning or emptying the wastebasket.
7. Empty wastebasket frequently.
8. Never allow children to shred or play with or around a paper shredder or else serious injury could occur.

Paper jams in Auto Sheet Feeding:

If during the Auto Feed Function you receive a paper jam, press the reverse button and remove the jam. If the papers have traveled further into the feed rollers and cutters, open access panel 1 by moving both access levers inward and lifting the access panel 1.
Open as shown in Diagram ③.
If further access is required to remove the jam, open access panel 2 as shown in Diagram ④, allowing access to the cutter assembly.
Always be very careful when approaching the cutter blades. They are very sharp and could harm you if mishandled. After the jam has been removed be sure access panel 1 and 2 are back in its original secured position.

Diagram ③

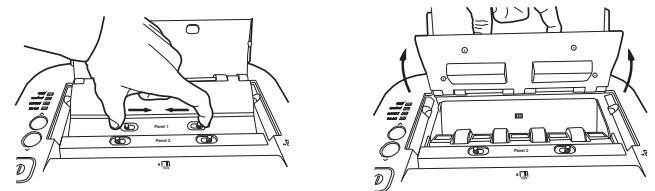
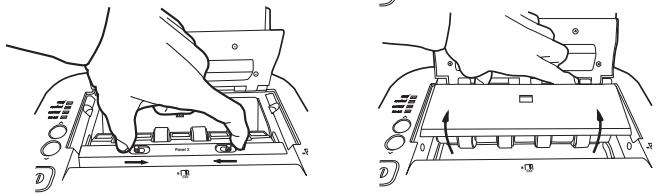


Diagram ④



In case of a Manual Feed minor paper jam:
Press the **reverse** button and pull the remaining sheets of paper out of the feed opening. Remove the unshredded papers from the top and clear any excess paper shreds from the feed opening. Be careful not to place your fingers near the feed opening or serious harm could result.

In case of a Manual Feed major paper jam:

1. Turn off or unplug the power cord from the AC outlet and wait at least 40 minutes for the thermal overload protection to reset.
2. Plug in the AC power cord and press the **forward** button and grasp the excess paper from the top and pull it out. Be careful not to place your fingers near the feed opening or serious harm could result.