

Furniture Solutions: Paper Roll Stand with Cutter

Model Numbers: PB003 (RC4054, Multiple Roll Storage Stand, D9049)

Introduction

This document provides the Pitney Bowes service rep with instructions for assembling the modules that comprise the Paper Roll Stand with Cutter (PB003).

Contents

Module Model #	Module Description
RC4054	RC Rotary Shear Cutter & Knife
n/a	Multiple Roll Storage Stand
D9049	Support Brackets

NOTE: Do not discard packaging material of any of the modules until all contents are located.

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In the U.S.A., for further information on Console Inserter related issues, call DMT Worldwide Technical Support at 866-877-3683. For Table Top Inserter information, call Global Mailing Systems (GMS) at 800-692-0003. In the EAME area, call European Technical Support at +44 3333 440076.

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Assembling the Modules

RC4054 – RC Rotary Shear Cutter & Knife

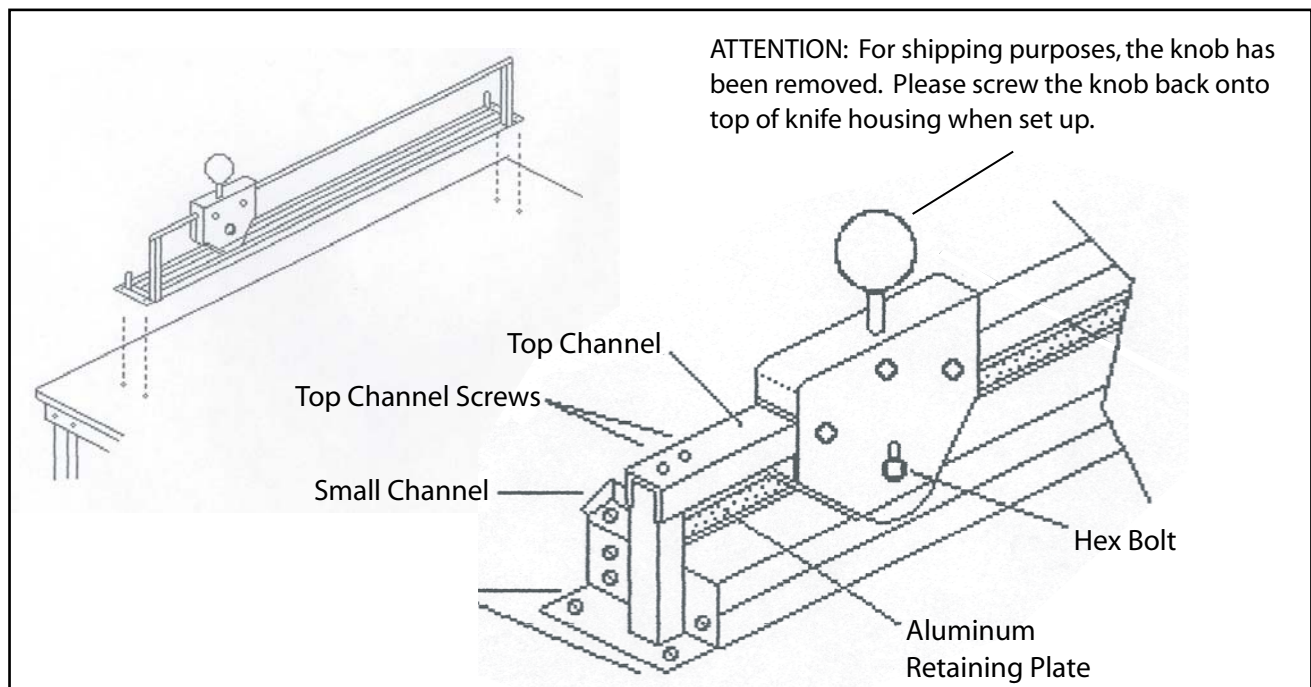
Assembling the RC Rotary Shear Cutter & Knife

Qty.	Module Component Part
1	Cutter Bar & Knife Assembly
4	1/4-20 x 1-1/2 Combination Screw
4	1/4 Lock Washer
4	1/4-20 Hex Nut

To assemble the Cutter Bar & Knife:

1. Place cutter bar and knife assembly on table top with logo facing front. Center between leg frames and place at least four inches from back of table top to back of cutter bar and knife assembly.
2. Mark holes through the base tube and remove cutter bar and knife assembly.
3. Drill holes into table top with 9/32" drill bit.
4. Replace cutter bar and knife assembly, matching the holes, and secure with 1-1/2" screws through base tube and table top, and tighten with washer and nut.

NOTE: Both ends of the cutter must be fastened securely in order for the cutter to work properly.



Using Your RC Rotary Shear Cutter

Using your Shear Cutter:

1. Position cutter head to one side of cutter.
2. Feed material under the flat aluminum retaining plate at the back end of the cutter. The retaining plate will always hold the lead edge of material for easy dispensing.
3. Pull material out the front end of cutter and slide cutting head quickly across the material. Cutter cuts in both directions.

Adjusting Cutting Pressure:

1. Move cutting head to center of cutter.
2. Loosen, but do not remove the two hex bolts holding the blade assembly in the cutting head. Blade assembly is held in the slotted hole.
3. Force blade assembly down against the base to increase cutting and holding pressure.
4. Raise blade assembly in the slot to decrease the cutting and holding pressure (normally required for material greater than 1/4" thick).
5. Re-tighten hex bolts.



CAUTION: To prevent damage to the cutter, the knife blade must always remain engaged in the cutting slot. The rubber tires must always rest on the cutter base.

Changing the Blade:

1. Remove two screws holding top channel to vertical end support.
2. Lift top channel off support and slide cutter head off channel.
3. Orient cutting head so blade is facing up.
4. Remove two hex bolts and washers holding blade assembly in housing.



WARNING! Sharp blade is free to fall out if cutter head assembly is turned over.

5. Lift blade from cutter housing and remove threaded axle.
6. Insert threaded axle into new blade and place blade back into cutter housing.
7. Screw hex bolts, with washers on the outside of frame, back into threaded axle.
8. Slide cutter head assembly back onto top channel with the decal facing opposite the hold-down bars.



CAUTION: Make sure blade slides into cutting slot.

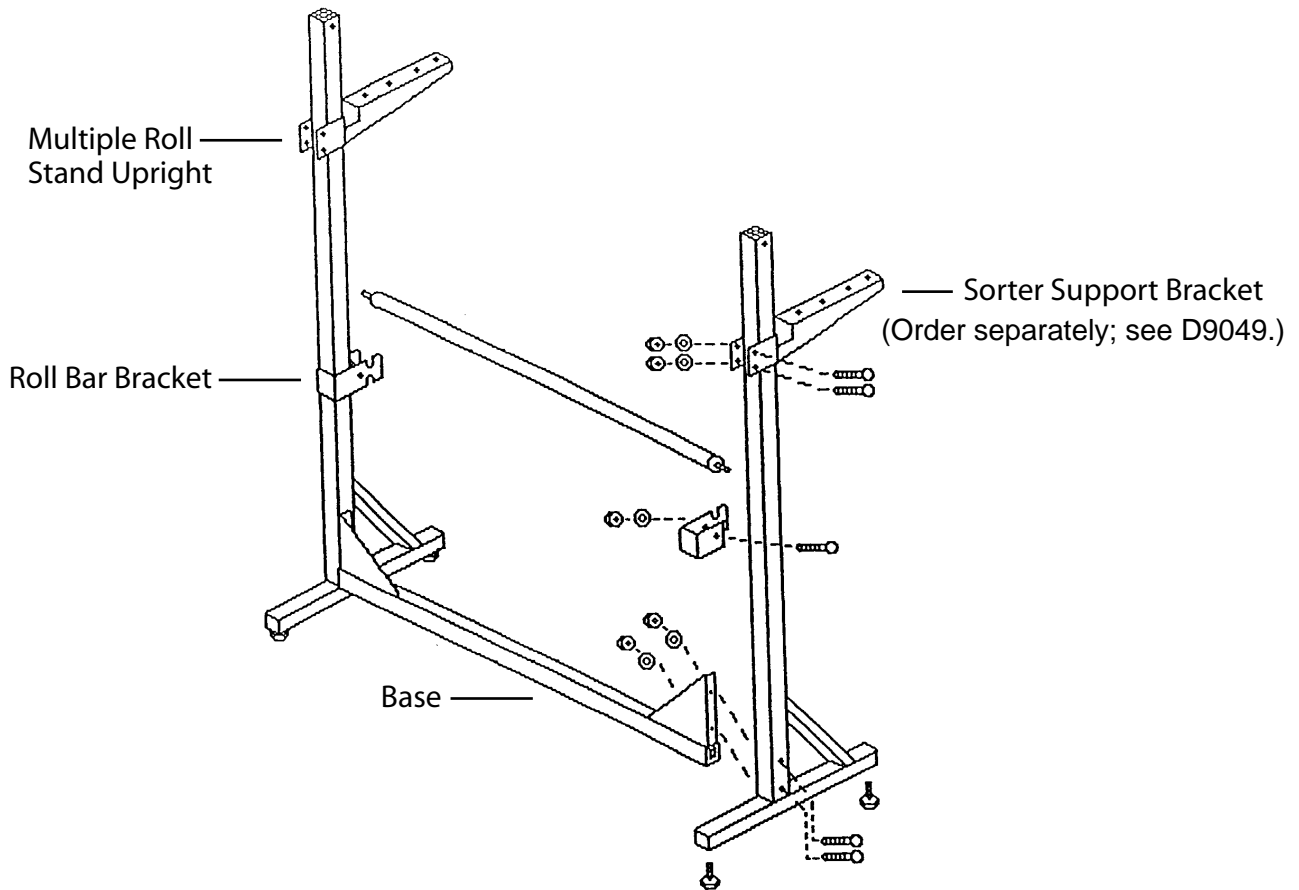
9. Fasten top channel to end plate with two sheet metal screws.
10. Adjust the cutting pressure. (See *Adjusting Cutting Pressure* above.)

Multiple Roll Storage Stand

Qty.	Module Component Part
2	MRS Side Frames
1	MRS Base
4	Adjustable Glides
4	5/16-18 x 2-1/4 Hex Head Cap Screws
4	5/16-18 Hex Nuts

To assemble the Multiple Roll Stand:

1. Fasten base to side frame with 5/16-18 x 2-1/4 Hex Head Cap Screws.



D9049 – Support Brackets

Qty. Module Component Part

Box Contents:

2 Brackets 1-3/4 x 17 x 5

Hardware:

4 5/16-18 x 2-1/4 Hex Head Cap Screw

4 5/16-18 Hex Nut

To assemble the Support Bracket:

1. Bolt Brackets to Upright at desired height on both the left and right sides.

