## Operating Instructions:

- 1. Place the laminator on a flat, secure, stable surface.
- 2. Plug the power cord into a standard 120V outlet.
- 3. Switch the machine on using the ON/OFF switch (located on the back of the machine). The blue Power light will come on. The Power light will illuminate when the machine is on, and will turn off when the machine is off.
- 4. Press the desired Heat Setting button. TIP: The 3 mil setting should be used for laminating standard printer paper or lighter weight items. The 5 mil setting should be used for photo paper, business cards and other thick items.
- 5. Wait for the blue Ready light to come on, which indicates the laminator is warm enough for use.
- 6. Insert the item to be laminated into Scotch Thermal Laminating Pouch so that your item is close to the sealed (closed) edge of the pouch. Do not cut the pouch if your item is smaller than the size of the pouch or the pouch will likely become jammed inside the laminator. TIP: You can trim the pouch after laminating.
- 7. Feed the pouch closed/sealed-edge first, straight into the laminator inlet. Hold the pouch until the machine moves it forward.
- 8. The laminated item will automatically exit the outlet of the laminator. Do not pull the pouch through the laminator. If the pouch should become jammed or not feed correctly, push the jam release lever and pull the pouch though the laminator.
- 9. Remove the pouch after it has stopped moving and allow the sheet to cool on a flat surface. It may be necessary to laminate thicker items twice to completely seal the pouch.
- 10. When finished laminating, turn off the Power switch to turn off the laminator.