

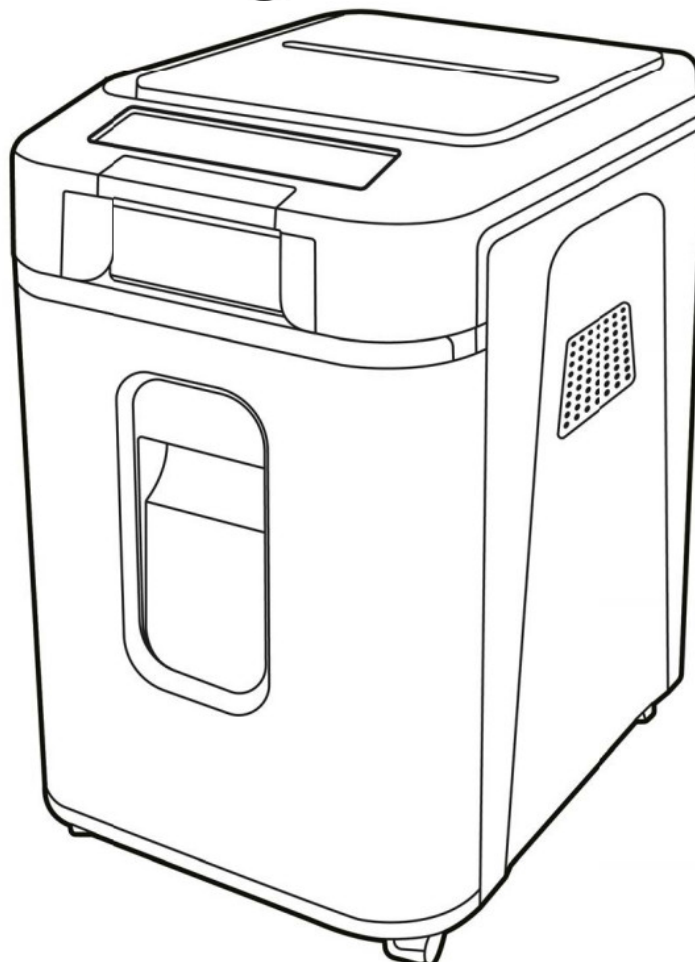


## amazon basics B0B15J4X22 Auto Feed Paper Shredder With Pullout Basket User Guide

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**amazon**basics

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## IMPORTANT SAFETY INSTRUCTIONS



Read these instructions carefully and retain them for future use. If this product is passed to a third party, then these instructions must be included.

When using electrical products, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and/or injury to persons including the following:



**DANGER** Risk of electric shock!

- Do not attempt to repair the product yourself. In case of malfunction, repairs are to be conducted by qualified personnel only.












**CAUTION** Risk of injury!
















- Do not hold CD/DVD with finger through the center ring while feeding into the shredder. Serious injury may occur.
- The product has very sharp exposed cutters on the underside. Never touch the underside of the shredding mechanism.
- Always switch the product off and unplug the power supply cord from the socket-outlet when not in use, before cleaning, moving, or emptying the paper bin.
- Never dispose of flammable chemicals or materials that have come into contact with flammable chemicals (for example, nail polish, acetone and gasoline) in the paper bin.
- The ventilation should not be impeded by covering the ventilation openings with items, such as newspapers, table-cloths, curtains, etc.
- The minimum distances of 2" (5 cm) around the product is required for sufficient ventilation.
- Never shred large paper clips, metal credit cards, window or insulated envelopes, continuous forms, newsprint, bound pages (for example: notepads, checkbooks, magazines, etc.), transparencies, laminated documents, cardboard, any items with adhesives, hard materials or plastic (except plastic credit cards and CDs).
- The socket-outlet shall be installed near the product and shall be easily accessible.









- Empty the bin regularly. An overfilled bin might lead to jams.
- The product shall not be exposed to dripping or splashing and no objects filled with liquids, such as vases, shall be placed on the product.
- Regularly check the power plug and power supply cord for damage. If the power supply cord is damaged, it must be replaced by a qualified person in order to avoid a hazard.
- Never try to clean or clear the shredder cutters.
- Never shred beyond the specified sheet capacity. This may result in product damage.
- The operational temperature range for this product is 41 to 104 °F (5 to 40 °C).
- This product has a polarized plug (one blade is wider than the other). To reduce the risk of electric shock, this plug is intended to fit in a polarized socket-outlet only one way. If the plug does not fit fully in the socket-outlet, reverse the plug. If it still does not fit, contact a qualified electrician. Do not attempt to defeat this safety feature.
- Do not open the lid once the shred cycle has started.
- Never use any petroleum based or flammable oils or lubricants in or around the machine as some oils can combust causing serious injury.
- Operate shredder on a flat and stable surface only.

## SAVE IARESE INSTRUCTIONS

### Symbols Explanation

	This product is classified as protection class 2. This means the product is equipped with reinforced or double insulation between the mains supply circuit and the output voltage or the casing. Therefore it does not require a safety connection to an electrical earth (ground).
	For indoor use only.
	Alternating current (AC).
	Indicates a potentially hazardous situation, which, if not avoided, could result in serious injury or death.
	Keep away from moving parts.
	Sharp blade edges! Do not touch!
	Read instructions before use.
	Avoid touching the document feed opening with hands.
	Do not insert foreign objects into the paper entry slot.

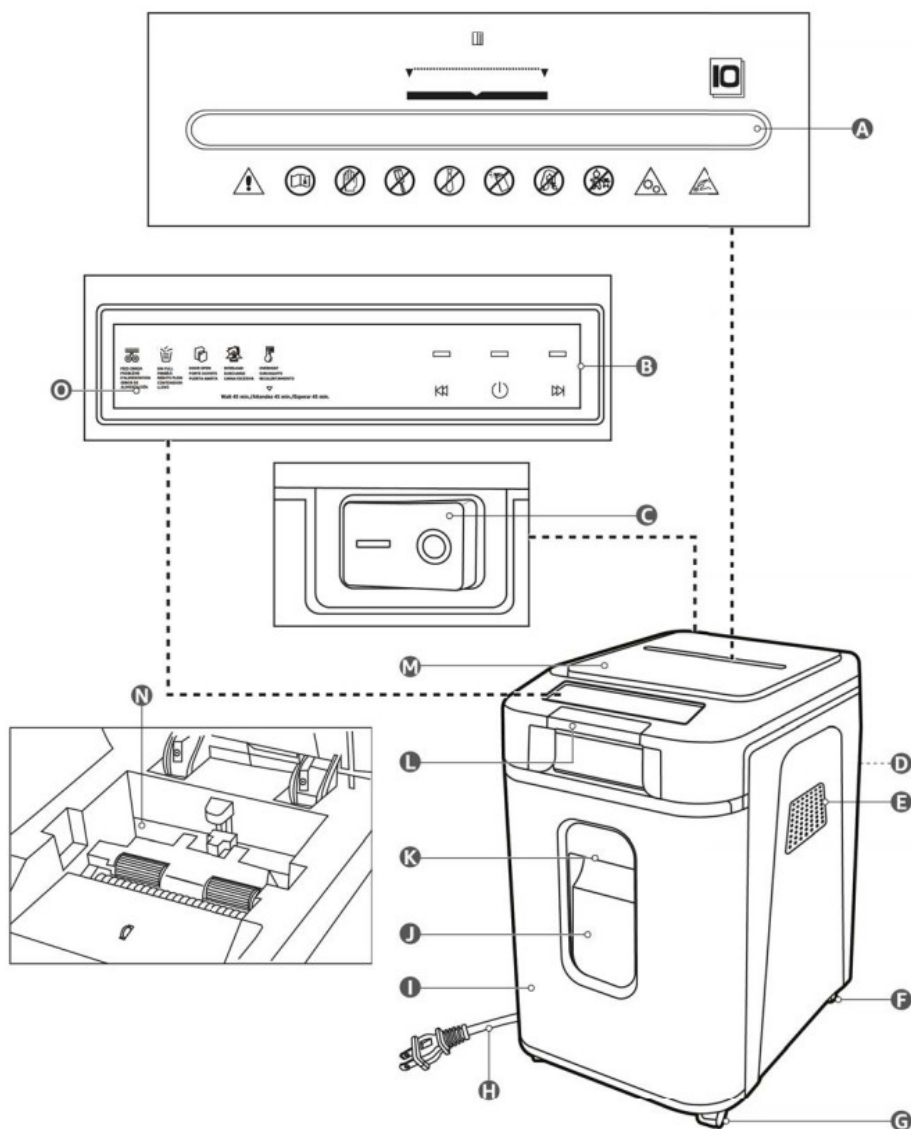
	Keep loose clothing or jewelry away from the paper entry slot.
	Do not spray or keep any aerosol products in or around the shredder.
	Avoid getting hair near the paper entry slot.
	Product is not intended for use by children (product is not a toy).
 	Avoid placing staple side here.
	Do not place staples in center.
	Do not shred > 1/4" (6 mm) heavy duty staples.
	Do not shred adhesive labels.
 	Place staple side here.
	Do not shred jumbo clips.
	Do not shred bound documents.
	Do not shred folded sheets.
	Lubricate the product monthly.

 	Do not shred stapled papers.
	Do not shred laminated sheets/magazines.
	Do not shred unopened mail/envelopes.
	Do not shred binder clips.
	Do not shred credit cards made of material other than plastic.
	Do not shred CDs/DVDs.
	Do not shred beyond the specified sheet capacity of 200 sheets maximum.

## Intended Use

- This product is intended for shredding paper, plastic credit cards and similar materials only. Do not shred greeting cards with sound chips or batteries.
- This product is intended for commercial and household use.
- This product is intended to be used in dry indoor areas only.

## Product Description



A) Manual feed slot B) Control panel C) On/off switch (1/0) D) Carrying handle (back) E) Ventilation opening (on both sides)	F) Caster without brake, x2 (rear casters) G) Caster with brake, x2 (front casters) H) Power cord with plug I) Bin J) Window	K) Carrying handle (front) L) Lid button M) Lid N) Auto feed tray O) Status indicator
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## Before First Use



**DANGER** Risk of suffocation!

Keep any packaging materials away from children and pets – these materials are a potential source of danger, e.g. suffocation.

- Remove all the packing materials.
- Remove and review all components before use.
- Check the product for transport damages.
- Before connecting the product to the power supply, check that the power supply voltage and current rating corresponds with the power supply details shown on the product rating label.

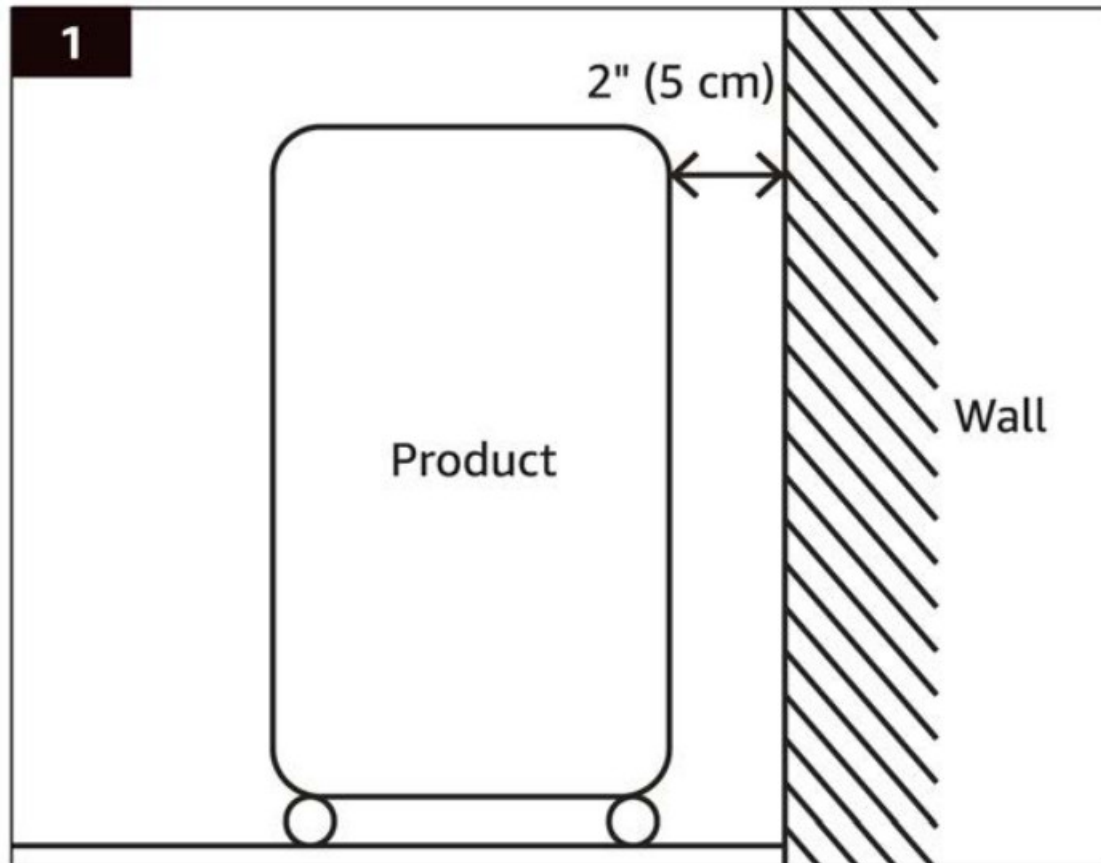
- The product may emit a slight smell or smoke when it is first used. This is entirely safe and harmless. Ensure there is adequate ventilation in the room.
- Carefully peel the protective film off the bin (I) and the lid (M) before use.

## Placement and Setup





**CAUTION** The product has very sharp exposed blades on the underside.

**NOTICE** Keep a minimum distances of 2" (5 cm) between the product and any walls for sufficient ventilation (Fig. 1).



1. Move the product to the desired position. Engage the brakes on the casters (G) to avoid unintended rolling.
2. Connect the plug (H) to a suitable socket-outlet.
3. Check that the bin (I) is properly closed. The product works only when the bin is closed properly.

### 6.1 Switching on/off











- Set the on/off switch (C) to **I** to switch the product on.
- Press the  button to activate/deactivate the AUTO and manual shredding mode. The  button lights up blue or goes off accordingly.
- Set the on/off switch (C) to **O** to switch the product off.

**NOTICE** After 20 minutes of idle time, the product enters sleeping mode.







### 6.2 Control panel (B)

**NOTICE**

- Never attempt to clear a jam until you have emptied the bin (I).
- Leave the product in OFF position when it is unattended or not in use.

<b>AUTO</b> 	<b>AUTO ON</b> <p>When in AUTO mode, the  button lights up blue.  The motor runs only when paper is inserted into the manual feed slot (A), and stops automatically when the paper has passed through.  To exit AUTO mode, press the  button again. The blue light goes off.</p>
<b>OFF</b> 	<b>OFF</b> <p>Press the  button to switch off the shredder.</p>
	<b>REVERSE</b> <p>Press to urgently stop the shredding process and keep pressing to roll out the unshredded portion of paper.  Use the  button to clear jammed material.</p>
	<b>FORWARD</b> <p>Press the  button to manually start the shredding process.  Use the  button to clear jammed material.</p>

### 6.3 Status Indicators (O)

	<b>OVERHEAT:</b> The product has exceeded its maximum operating temperature and stopped. Stop using the product without switching it off to allow the fan to accelerate the cooling process. Wait for at least 4 5 minutes to cool down before resuming normal operation.
	<b>OVERLOAD:</b> Too much paper has been inserted into the manual feed slot (A). The product goes into a “Reverse” mode automatically to withdraw the paper. Pull out manually the batch of paper and reduce the number of sheets.
	<b>DOOR OPEN:</b> The lid (M) is open or the bin (I) is not installed properly. Remove, empty and install the bin (I) (g correctly in place until the button  lights up blue. This product features a safety power cut-off and does not operate if the bin (I) is not in place.
	<b>BINFULL:</b> The bin (I) is full. Set the on/off switch (C) ys, to O and unplug the product before emptying the iS) bin (I).
	<b>FEED ERROR:</b> The paper in the auto feed tray cannot be grabbed by the feeders. Open the lid (M) and make sure all papers are unfolded and positioned properly.

### 6.4 Shredding

#### NOTICE

- Always set the on/off switch (C) to **O** and unplug the product when not in use.
- Shredding beyond the specified sheet capacity can result in extensive damage to the product. Overfeeding strains the product and quickly wears and breaks the cutting blades and internal components.
- In the event the product shreds continuously beyond the maximum running time and overheats, the product



automatically switches off.

- Switch the product off for at least 45 minutes before resuming normal operation.

#### **6.4.1 Auto shut off**

- The product goes into shut off mode automatically to protect the motor from overheating. When this happens, do not start it up for a duration of 45 minutes.
- This feature is triggered when the product has been running continuously for 60 minutes at Auto feed or 10 minutes at Manual feed.

#### **6.4.2 Paper**

##### **NOTICE**


- One folded sheet of paper equates to 2 sheets of paper.  
Heavier paper, humidity or a supply voltage lower than the rated voltage may reduce shredding capacity.
- This product can shred staples and small paper clips.  
Remove paper clips whenever possible to extend the lifespan of the product.

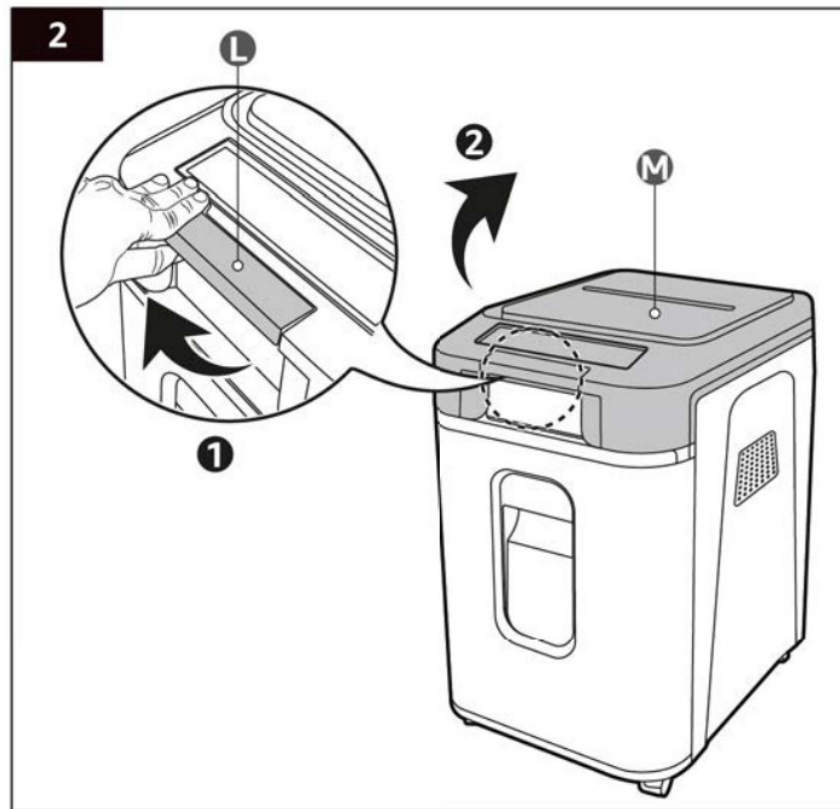
#### **Auto feed tray (N)**

##### **NOTICE**

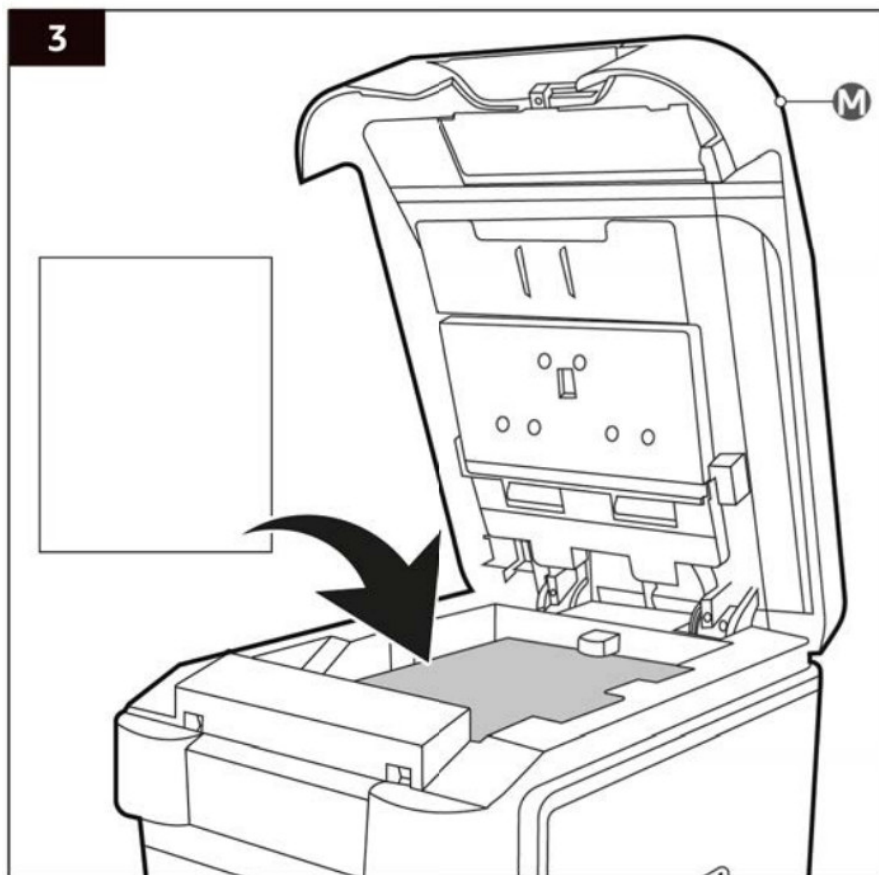
- Do not exceed the sheet count per pass (max. 200 sheets of 20 lb bond paper).
- Only use the auto feed tray (N) for letter size paper.
- Do not use the auto feed tray (N) to shred credit cards.

1. Push the lid button (L) to open the lid (M) (Fig. 2).

**NOTICE** The  indicator lights up when the lid (M) is opened.



2. Insert the paper flat and aligned into the auto feed tray (N) (Fig. 3).



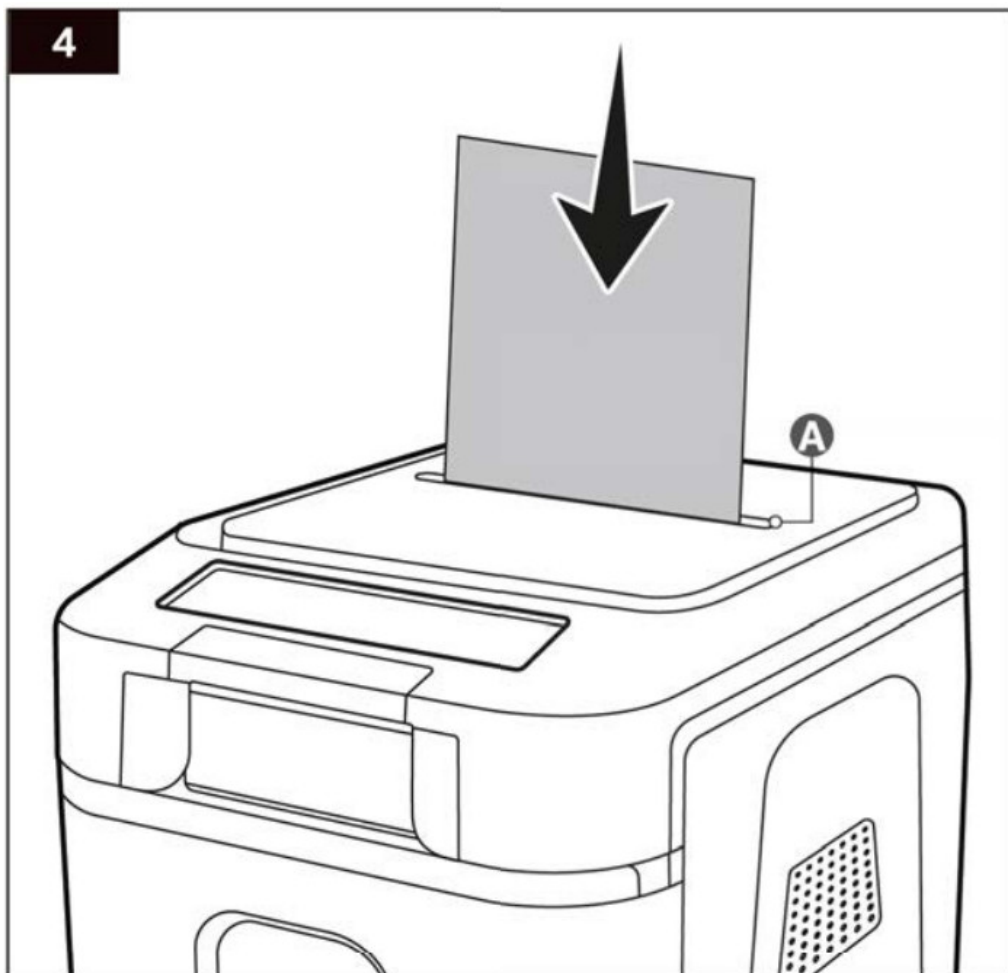
3. Close the lid (M). The product automatically starts to shred the paper.

#### Manual feed slot (A)

#### NOTICE

- Do not exceed the sheet count per pass (max. 10 sheets of 20 lb bond paper).
- Use the manual feed slot (A) for letter size paper and irregular paper sizes.

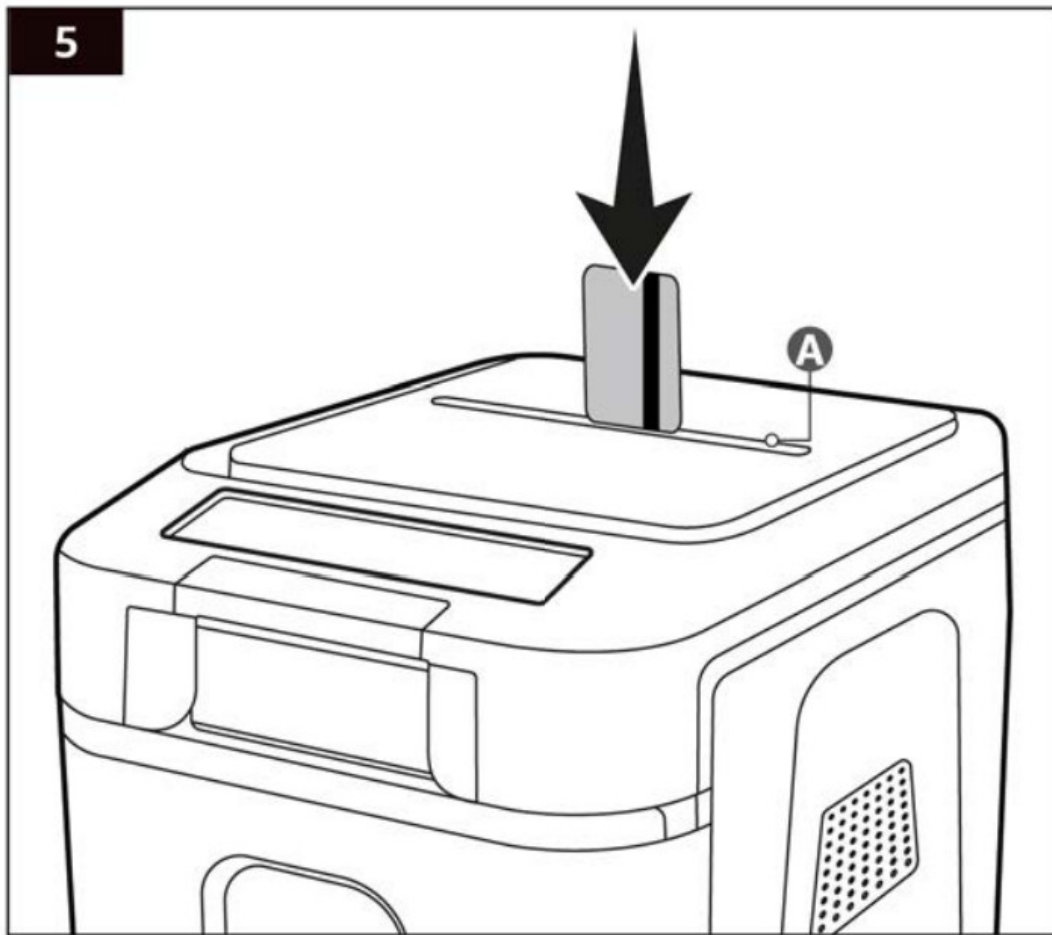
Insert paper as straight as possible into the manual feed slot (A) and release (Fia. 4).





#### 6.4.3 Credit card NOTICE

- The sensor is located in the middle of the manual feed slot (A). Do not insert credit cards at the sides of the manual feed slot (A).
- Never feed in more than one credit card at a time.
- Do not shred credit cards made of materials other than plastic.
- Only shred credit cards using the manual feed slot (A).

1. Insert credit card as straight as possible into the middle of the manual feed slot (A) (Fig. 5).
2. Release the credit card when shredding begins.



**NOTICE** Never let the bin (  ) become full. If the bin (  ) is full, shredded material is pulled back up into the product and Causes jams.

## Cleaning and Maintenance



**WARNING** Risk of electric shock!

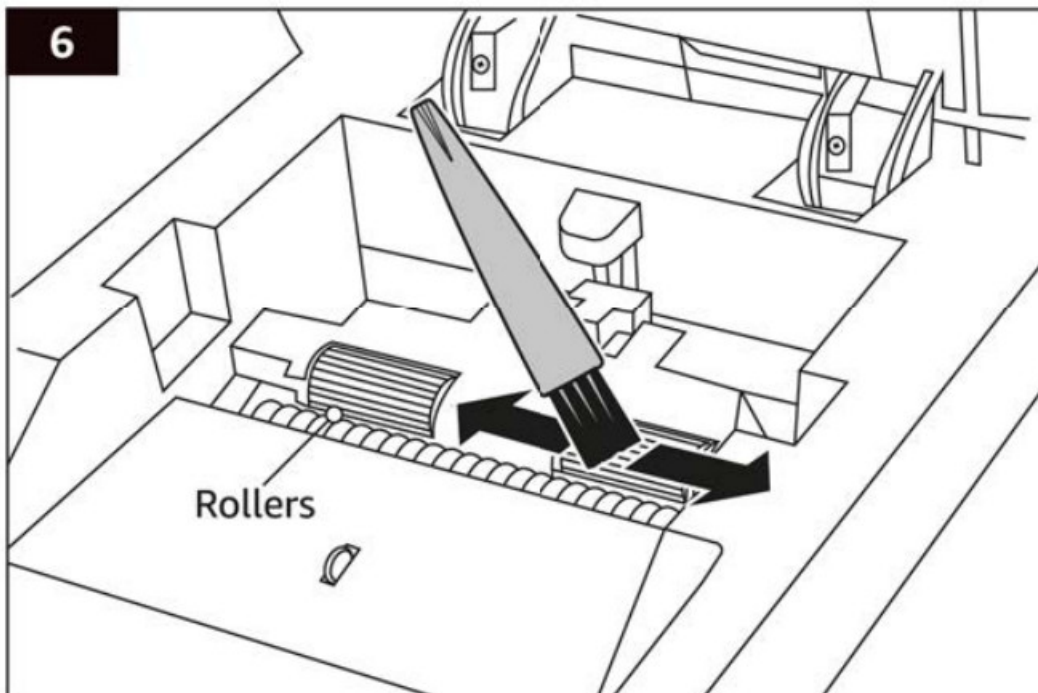
- To prevent electric shock, unplug the product before cleaning.
- During cleaning do not immerse the electrical parts of the product in water or other liquids. Never hold the product under running water.

### 7.1 Cleaning the outside

- To clean the product, wipe with a soft, slightly damp cloth.
  - Wipe the product dry after cleaning.
  - Never use corrosive detergents, wire brushes, abrasive scourers, metal or sharp utensils to clean the product.
- 7.

### 7.2 Cleaning the rollers


- To clean the rollers and auto feed tray (N), brush with a soft brush (Fig. 6).

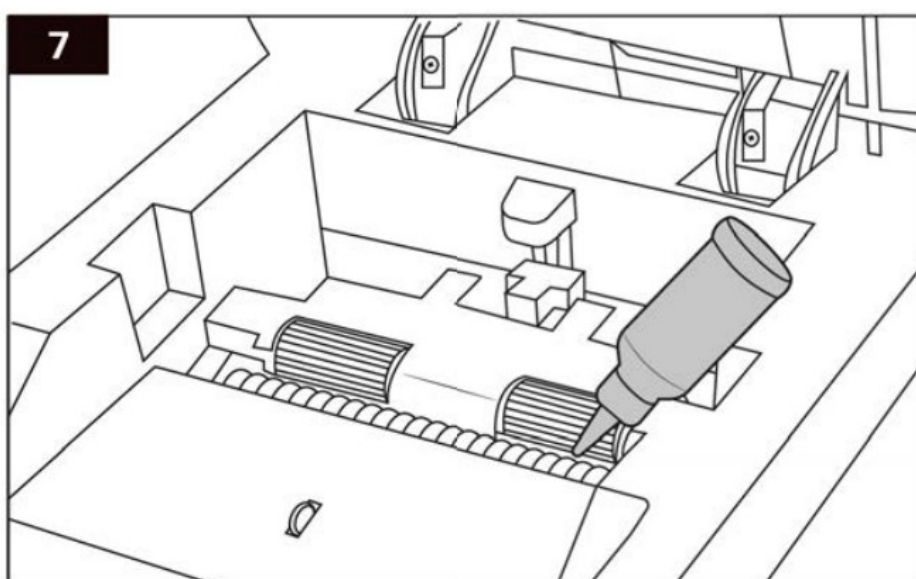


### 7.3 Oiling procedure

#### NOTICE

- Use only dedicated shredder oil (not provided), basic vegetable or cooking oil to oil the product once a month.
- Otherwise the product may experience diminished shredding capacity, intrusive noise when shredding and could ultimately stop operating.

1. Press the  button to switch off the AUTO mode. The blue indicator goes Off.
2. Open the lid (M).
3. Drizzle some oil across the blades below the manual feed slot (A) (Fig. 7).
4. Activate the reverse mode for 3-5 seconds.



**Warning** Risk of explosion!  
Do not use aerosol or pressurized products.



#### 7.4 Sharpening and lubricant sheet (not included)

**NOTICE** For the best results, it is recommended to use sharpening and lubricant sheets at least two times per month or after 30 minutes of consecutive use.

1. Insert a sharpening and lubricant sheets into the manual feed slot (A).
2. After the sharpening and lubricant sheets has completely ran through the product, set product into reverse mode for 10 seconds to complete sharpening and lubrication for optimal performance.

#### 7.5 Storage

- Store the product in its original packaging in a dry area. Keep away from children and pets.









#### 7.6 Maintenance

##### **NOTICE**

If the product has not been in operation for a prolonged period of time, check for any foreign objects which could have fallen into the feed slot (A).

- Clean the rollers, auto feed tray at least once a week.
- Lubricate the blades at least once a month.
- Any other servicing than mentioned in this manual should be performed by a professional repair center.

#### Frequently Asked Questions

Problem	Solution
The product does not switch on.	<p>Check if the plug is connected to the socket-outlet. Use a voltage tester to verify if the socket-outlet is powered.</p> <p>◆ Check if the on/off switch (C) is set to I.</p> <p>◆ Motor overheated due to extended operation longer than 10 minutes with the manual feed slot (A) or 60 minutes with the auto feed tray (N). The  status indicator (I) lights up red. Stop using the product for at least 45 minutes to cool down.</p> <p>Remove, empty and refit the bin (I) in place properly.</p> <p>◆ The sensor of the product is located near the center of the manual feed slot (A). Feed directly into the center area to activate the motor, especially for smaller pieces of paper or credit cards.</p>
The motor is constantly operating while in AUTO mode.	<p>Press the  button to exit AUTO mode and clean the sensors located near the center of both feed slots with a dry cotton swab.</p>
The product is jammed. The  status indicator (I) lights up red.	<p>◆ Press the  button to exit AUTO mode. Press the  button to eject the jammed material.</p> <p>◆ Spread and loosen the paper with a thicker piece of paper. Press the  button to shred the paper again.</p> <p>◆ Remove folded papers, staples and clips. Remove any materials with adhesive labels.</p> <p>◆ Position the paper properly. Staples must be placed either on the top left or top right of the auto feed tray (N).</p> <p>◆ For situations where the  button or the  button does not help, loosen the jammed paper with shredder oil. Drizzle some oil into the manual feed slot (A) where the paper is jammed. Let it soak for about 30 minutes and repeat the procedure.</p>

## Specifications

Model number	AU200XA	AU220MA
Rated voltage	120 V AC, 60 Hz	120 V AC, 60 Hz
Rated power input	360 W	480 W
Rated current	3 A	4 A
Protection class	Class 2	Class 2
Sheet capacity auto feed tray	200 sheets of 20 lb letter size (8.5" x 11" / 228 x 280 mm) bond paper	200 sheets of 20 lb letter size (8.5" x 11" / 228 x 280 mm) bond paper
Sheet capacity manual feed slot	10 sheets of 20 lb bond paper	10 sheets of 20 lb bond paper
Paper shred size	5/32" x 25/32" pieces (4 mm x 20 mm pieces)	5/64" x 15/32" pieces (2 mm x 12 mm pieces)
Auto feed tray size	Letter size, 8.5" x 11" (22 x 28 cm)	Letter size, 8.5" x 11" (22 x 28 cm)
Paper entry width	8.7" (220 mm)	8.7" (220 mm)
Credit card capacity	One (manual feed slot) per pass	One (manual feed slot) per pass
Duty cycle Auto feed tray Manual feed slot	60 min. on/45 min. off 10 min. on/45 min. off	60 min. on/45 min. off 10 min. on/45 min. off
Bin volume	8.5 Gallon (32.2 Liter)	8.5 Gallon (32.2 Liter)
Security level	P-4	P-5
Net weight	approx. 34.6 lbs (15.7 kg)	approx. 39 lbs (17.7 kg)
Dimensions (W x H x D)	approx. 18.3 x 22.8 x 14" (466 x 580 x 356 mm)	approx. 18.3 x 22.8 x 14" (466 x 580 x 356 mm)

## FCC — Supplier's Declaration of Conformity

Unique Identifier	80815J4X22, 80815K5GSD -Auto Feed Paper Shredder with Pullout Basket
Responsible Party	<a href="https://www.amazon.com">Amazon.com</a> Services LLC.
U.S. Contact Information	410 Terry Ave N. Seattle, WA 98109 USA
Telephone Number	(206) 266-1000

### 10.1 FCC Compliance Statement

- This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:
  - this device may not cause harmful interference, and
  - this device must accept any interference received, including interference that may cause undesired operation.
- Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.



## 10.2 FCC Interference Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio / TV technician for help.

## Canada IC Notice

- This Class B digital apparatus complies with Canadian CAN ICES-003(B) / NMB-003(B) standard.

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References

- [User Manual](#)