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Fellowes 52507

Fellowes Plastic Combs User Manual

Model: 52507 | Brand: Fellowes

PRODUCT OVERVIEW

Fellowes Plastic Combs provide a professional and clean appearance for bound reports and presentations. These versatile combs are designed for use with Fellowes or any standard 19-ring comb-binding system. They are available in various sizes and colors to accommodate different document thicknesses and aesthetic preferences.



Image: A pack of Fellowes 5/16 inch black plastic binding combs, designed for professional document binding.

KEY FEATURES

- **Professional Appearance:** Designed to give bound reports and presentations a clean, finished look.
- **Versatile Compatibility:** Compatible with Fellowes and other standard 19-ring comb-binding systems.
- **Variety of Sizes:** Available in multiple sizes to bind documents ranging from 12 to 500 pages.
- **Color Options:** Offered in various colors to match document covers and branding needs.
- **Durable Material:** Constructed from sturdy plastic for long-lasting document binding.

SETUP

Fellowes plastic combs require minimal setup. Ensure you have a compatible 19-ring comb-binding machine. The combs are ready for immediate use directly from the packaging.

1. Unpack the desired quantity of plastic combs from the box.
2. Verify the comb size is appropriate for the thickness of your document. The 5/16" combs are suitable for approximately 40 sheets of paper.
3. Place your comb-binding machine on a stable, flat surface.





Image: Packaging for Fellowes plastic combs, showing product information and quantity.

OPERATING INSTRUCTIONS

Using Fellowes plastic combs with a compatible binding machine involves a few simple steps to create professionally bound documents.

1. **Prepare Document:** Ensure all pages of your document are collated in the correct order.
2. **Punch Holes:** Use your 19-ring comb-binding machine to punch holes along the binding edge of your document pages and covers. Punch a small stack of pages at a time to ensure clean holes and prevent jamming.
3. **Open Comb:** Place a plastic comb onto the binding machine's comb opener. Operate the lever to open the comb's rings.
4. **Load Pages:** Carefully slide the punched pages onto the open rings of the plastic comb. Start with the back cover, then the document pages, and finally the front cover. Ensure all holes align with the comb's teeth.
5. **Close Comb:** Once all pages are loaded, operate the lever on the binding machine to close the comb's rings, securing the document.
6. **Remove Document:** Carefully remove the bound document from the machine.



Image: A close-up view of the individual teeth on a Fellowes plastic binding comb, showing their design for secure binding.

Instructional Video: Binding with Fellowes Combs

Your browser does not support the video tag.

Video: This video demonstrates the process of using Fellowes binding combs with a binding machine, highlighting their ease of use and the professional results achieved.

MAINTENANCE

Fellowes plastic combs themselves require no maintenance. For optimal performance, ensure your binding machine is regularly cleaned and maintained according to its specific user manual. This includes emptying the chip tray and lubricating moving parts if recommended by the manufacturer.

TROUBLESHOOTING

Problem	Possible Cause	Solution
Comb does not close properly.	Overloaded comb; incorrect comb size; misaligned pages.	Reduce number of pages; use a larger comb; ensure pages are properly aligned on the comb opener.
Pages tear when turning.	Holes punched too close to the edge; comb too small for document thickness.	Adjust punching depth on machine (if available); use a larger comb to allow more room for pages to turn.
Difficulty sliding pages onto comb.	Comb not fully open; pages not punched cleanly.	Ensure binding machine lever is fully engaged to open comb; re-punch pages if holes are ragged.

SPECIFICATIONS

Brand	Fellowes
Model Number	52507
Item Weight	9.6 ounces
Product Dimensions	11.81 x 4.12 x 2.25 inches
Color	Black
Material Type	Plastic
Number of Items	1 (Pack of 100 combs)
Size (for this product)	5/16", 40 Sheet Capacity
Contents	Round-Back Plastic Combs, 100 pk (5/16")

WARRANTY AND SUPPORT

Fellowes products are designed for quality and durability. For specific warranty information and customer support, please refer to the official Fellowes website or contact their customer service department. General return policy for this product is 30 days for refund/replacement.

For over 100 years, Fellowes has been committed to inspiring WorkLife to unleash the human potential in everyone. You can depend on us to bring you innovative, inspiring, and high-quality products that make your Worklife healthier, more productive, and more successful.