

## STAPLES 42913

# TRU RED One-Touch Desktop Stapler Instruction Manual

Model: 42913 | Brand: STAPLES

## INTRODUCTION

This manual provides instructions for the proper use and maintenance of your TRU RED One-Touch Desktop Stapler. Designed for everyday stapling tasks, this stapler offers a quick-press mechanism and a 20-sheet capacity for efficient document fastening.

## PRODUCT OVERVIEW

The TRU RED One-Touch Desktop Stapler (Model 42913) is a reliable tool for your office needs. Key features include:

- **20-Sheet Capacity:** Staples up to 20 sheets of standard paper at a time.
- **One-Touch Design:** Provides simple and efficient stapling performance.
- **Front-Loading Mechanism:** Allows for easy and quick staple reloading.
- **Low-Staple Indicator:** A visible indicator on the side of the magazine alerts you when staples are running low.
- **Flat-Clinch Stapling:** Ensures staples lie flat, creating neater paper stacks.
- **Comfort Grip:** Features a rubber finish for comfortable handling.
- **Anti-Skid Base:** Prevents the stapler from sliding during use.

## SETUP

### Loading Staples

1. Locate the red push button at the rear of the stapler.
2. Press the red button firmly to release the staple magazine. The magazine will slide out from the front.
3. Insert a strip of 1/4" standard staples into the magazine. The stapler has a half-strip capacity.
4. Gently push the staple magazine back into the stapler until it clicks securely into place. Ensure it is fully seated.



*Image: The stapler with its front-loading staple magazine extended, ready for staple insertion.*



*Image: Rear view of the stapler highlighting the red push button used to release the staple magazine.*

## OPERATING INSTRUCTIONS

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### Stapling Documents

1. Gather the documents you wish to staple. Ensure the total thickness does not exceed 20 sheets of standard paper.
2. Align the papers neatly and slide them under the stapler's head, positioning them where you want the staple to be placed.
3. Press down firmly on the top of the stapler. The one-touch mechanism will drive the staple through the papers and clinch it flat.
4. Release the stapler. Your documents are now fastened.



Image: The stapler in its ready-to-use, closed position.

## MAINTENANCE

### General Care

- Keep the stapler clean by wiping it with a soft, dry cloth. Avoid using harsh chemicals or abrasive cleaners.
- Regularly check the low-staple indicator on the side of the magazine to ensure you do not run out of staples unexpectedly.
- Store the stapler in a dry environment to prevent rust or damage to internal components.

## TROUBLESHOOTING

| Problem                                | Possible Cause                                                    | Solution                                                                                                                       |
|----------------------------------------|-------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Staples are not feeding or jamming.    | Incorrect staple size, bent staples, or an empty staple magazine. | Ensure you are using 1/4" standard staples. Check the magazine for bent staples and remove them. Reload the magazine if empty. |
| Stapler does not penetrate all sheets. | Too many sheets, or staples are too short.                        | Reduce the number of sheets to within the 20-sheet capacity. Ensure you are using 1/4" standard staples.                       |

| Problem                        | Possible Cause                                             | Solution                                                                                                                      |
|--------------------------------|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Staple magazine does not open. | Red push button not fully depressed or mechanism is stuck. | Press the red button firmly and ensure it is fully depressed. If stuck, gently wiggle the magazine while pressing the button. |

## SPECIFICATIONS

|                |                       |
|----------------|-----------------------|
| Brand          | STAPLES               |
| Model Number   | 42913                 |
| Color          | Black/Gray            |
| Material       | Plastic               |
| Operation Mode | Manual                |
| Capacity       | 20 Sheets             |
| Staple Type    | 1/4" Standard Staples |
| Item Weight    | 9.6 ounces            |
| UPC            | 718103212410          |

## WARRANTY INFORMATION

For warranty details and claims, please refer to the manufacturer's official website or contact STAPLES customer service directly. The warranty description provided indicates to "Contact Manufacturer".

## SUPPORT & CONTACT

If you require further assistance or have questions regarding your TRU RED One-Touch Desktop Stapler, please contact STAPLES customer support. You can typically find contact information on the STAPLES official website or on the product packaging.

### Official Product Video

Your browser does not support the video tag.

*Video: An official video from the TRU RED brand, showcasing various business essentials. This video provides an overview of the brand's product philosophy.*

### ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question and use this page's manual context to help answer it.

Name

Anonymous

Email

you@example.com

After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

### Question

Example: How do I reset this device or fix this error?

### Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question