**Bonsaii C275-A**

# Bonsaii 12-Sheet Cross Cut Paper Shredder C275-A User Manual

Model: C275-A

## 1. Introduction

Thank you for choosing the Bonsaii 12-Sheet Cross Cut Paper Shredder, Model C275-A. This manual provides essential information for the safe and efficient operation, maintenance, and troubleshooting of your shredder. Please read it thoroughly before initial use and retain it for future reference.





Image 1: Bonsaii 12-Sheet Cross Cut Paper Shredder C275-A.

### What's in the Box:

- Bonsaii Paper Shredder C275-A (1 unit)
- Instruction Manual (1 unit)

## 2. Important Safety Instructions

To reduce the risk of injury or damage, always follow these basic safety precautions when using your shredder:

- Read all instructions before operating the shredder.
- Keep hands, hair, loose clothing, ties, jewelry, and other foreign objects away from the shredder's feed opening.
- Do not allow children or pets near the shredder.
- Unplug the shredder when not in use, before moving it, or when emptying the wastebasket.
- Do not spray or store any aerosol products (such as cleaners, flammable liquids, gases, oils) inside or around the shredder.
- Do not use compressed air cans on the shredder.
- Avoid shredding wet or damp paper, as this can cause jams and damage the machine.
- The shredder will automatically stop working if the shredder head is lifted from the wastebasket, enhancing user safety.
- Do not attempt to disassemble, repair, or modify the shredder yourself. Contact customer support for assistance.




Image 2: Items not suitable for shredding, including large paper clips, CDs/DVDs, window envelopes, adhesive materials, newspapers, continuous computer paper, cardboard, metal credit cards, and laminated documents.

## 3. Setup

1. **Unpacking:** Carefully remove the shredder from its packaging. Ensure all components listed in the 'What's in the Box' section are present.
2. **Placement:** Place the shredder on a flat, stable surface. Ensure it is near a power outlet and that there is sufficient space around it for ventilation.
3. **Assemble Wastebasket:** Ensure the shredder head is securely seated on top of the wastebasket. The unit will not operate if the head is not correctly positioned.
4. **Power Connection:** Plug the power cord into a standard electrical outlet.

## 4. Operating Instructions

## Control Panel:




Image 3: Control panel with FWD (Forward), AUTO, OFF, and REV (Reverse) settings.

1. **Power On:** Slide the switch on the control panel to the 'AUTO' position. The shredder is now ready for operation.
2. **Shredding Documents:** Insert up to 12 sheets of paper (standard 70g/m² or 20lb bond paper) into the feed opening. The shredder will automatically start and stop once the paper has passed through. For credit cards, insert one card at a time into the designated slot. The shredder can also handle small staples and paper clips.
3. **Continuous Operation:** The shredder is designed for continuous operation for up to 5 minutes. After this period, it requires a cool-down time of approximately 40 minutes to prevent overheating.
4. **Overheat Protection:** If the shredder operates beyond its continuous run time or is overloaded, the overheat protection system will activate. The unit will automatically shut off, and an indicator light may illuminate. Allow the shredder to cool down for 40 minutes before resuming operation.
5. **Clearing Jams (Manual Reverse):** If a paper jam occurs, slide the switch to the 'REV' (Reverse) position to eject the paper. If the jam persists, refer to the Troubleshooting section.

6. **Power Off:** When finished shredding, slide the switch to the 'OFF' position and unplug the shredder from the power outlet.




Image 4: The shredder supports 5 minutes of continuous operation, shredding up to 12 sheets per pass.




Image 5: The shredder produces 13/64" x 51/64" (5x20mm) cross-cut particles, suitable for paper, credit cards, staples, and clips.




Image 6: Overheat protection activates if the unit runs beyond 5 minutes, requiring a 40-minute cool-down period.

## 5. Maintenance

### Emptying the Wastebasket:

The shredder features a 5.5-gallon (21-liter) wastebasket with a transparent window, allowing you to monitor the fill level. Empty the wastebasket regularly to prevent jams and ensure optimal performance.

1. Switch the shredder to 'OFF' and unplug it from the power outlet.
2. Carefully lift the shredder head from the wastebasket using the portable handle.
3. Dispose of the shredded material.
4. Replace the shredder head securely onto the wastebasket.




Image 7: The shredder features a portable handle for easy lifting of the head and a 5.5-gallon (21-liter) wastebasket capacity.

## Lubrication:

Regular lubrication of the shredder blades is recommended to maintain performance and extend the life of your shredder. Use shredder oil sheets or liquid shredder oil specifically designed for paper shredders.

1. Apply shredder oil across the paper entry slot or feed a shredder oil sheet.
2. Run the shredder in 'FWD' for a few seconds to distribute the oil.
3. Then run in 'REV' for a few seconds.




Image 8: Using lubricant sheets or oil helps keep the shredder blades running smoothly.

### Cleaning:

Wipe the exterior of the shredder with a soft, dry cloth. Do not use abrasive cleaners or solvents.

## 6. Troubleshooting

### Paper Jam:

If paper becomes jammed, follow these steps:

1. **Empty Bin:** If the waste bin is full, empty the shredded materials.
2. **Reverse:** Switch the shredder to 'REV' (Reverse) for 5 seconds to attempt to clear the jam.
3. **Pull Paper:** Gently pull the jammed paper side to side to remove as much as possible.
4. **Forward:** Switch to 'FWD' (Forward) mode briefly to clear any remaining small pieces.
5. **Reduce Sheets:** For subsequent shredding, reduce the number of sheets per pass to avoid overloading.

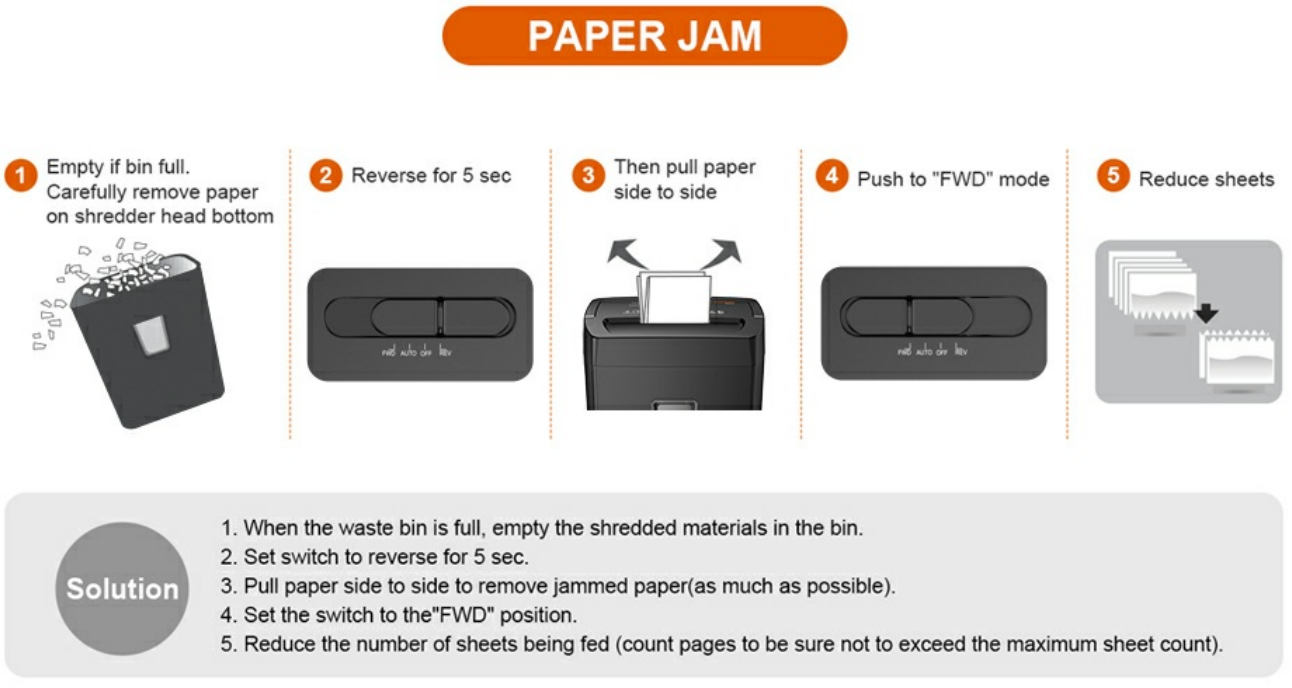


Image 9: Step-by-step guide to resolve a paper jam.

### Overheating:

If the shredder stops due to overheating, the overheat indicator light will illuminate.

- Switch the shredder to 'OFF' and unplug it.
- Allow the unit to cool down for at least 40 minutes.
- Once cooled, plug it back in and resume operation, ensuring not to exceed the continuous run time.

### Shredder Not Turning On:

- Ensure the power cord is securely plugged into a working electrical outlet.
- Verify that the shredder head is correctly seated on the wastebasket. The safety interlock prevents operation if not properly aligned.
- Check if the overheat protection is active (refer to 'Overheating' above).

## 7. Specifications

| | |
|---|---|
| **Model** | C275-A |
| **Shred Type** | Cross Cut |
| **Shred Size** | 13/64" x 51/64" (5 x 20 mm) |
| **Security Level** | P-4 |
| **Sheet Capacity** | 12 sheets (70g/m² or 20lb bond paper) |
| **Shreds Materials** | Paper, Credit Cards, Staples, Small Paper Clips |
| **Continuous Run Time** | 5 minutes |
| **Cool-down Time** | 40 minutes |
| **Wastebasket Capacity** | 5.5 Gallons (21 Liters) |
| **Product Dimensions** | 12.64 x 7.91 x 18.3 inches (32.1 x 20 x 46.5 cm) |
| **Item Weight** | 12 pounds |
| **Color** | Black |




Image 10: The shredder features durable, high-quality blades for efficient shredding.




Image 11: Product dimensions: 12.6 inches (32.1 cm) width, 7.91 inches (20 cm) depth, 18.3 inches (46.5 cm) height.

## 8. Warranty and Support

### Warranty Information:

Bonsaii provides a **1-Year limited protection** for your shredder from the date of purchase. This warranty covers defects in materials and workmanship under normal use.

### Customer Support:

If you have any questions, concerns, or require assistance with your Bonsaii shredder, please contact our customer support team. Refer to your purchase documentation or the Bonsaii official website for specific contact details.


## 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**

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**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