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› WEJOIN Office Self-Inking Stamp Set Instruction Manual

WEJOIN OffiStamPack-0006

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Model: OffiStamPack-0006

INTRODUCTION

This manual provides comprehensive instructions for the WEJOIN Office Self-Inking Stamp Set, model OffiStamPack-0006. This innovative stamp set is designed for efficiency in business accounting and general office tasks, featuring a modular, self-inking design. Each set includes multiple pre-inked rubber stamps, offering clear and consistent impressions for various document statuses.

The unique block-building design allows for convenient storage and organization, combining multiple stamps into a compact unit. The stamps are pre-inked with oil-based ink, ensuring durability and thousands of impressions.



Figure 1: Overview of the WEJOIN Office Self-Inking Stamp Set, illustrating two modular stacks of stamps and examples of their clear red impressions.

SETUP

The WEJOIN Self-Inking Stamp Set is designed for immediate use with minimal setup.

1. **Unpacking:** Carefully remove the stamp sets from their packaging. Each set typically consists of multiple individual stamps stacked together.
2. **Separating Stamps:** The stamps are designed with a block-building feature, allowing them to be stacked. To use an individual stamp, gently pull it apart from the stack. They are held together by a secure, yet detachable, mechanism.
3. **Re-assembling Stacks:** You can customize your stamp stacks by combining any five stamps together. Align the desired stamps and gently press them together until they click into place. This modular design helps save desk space and keeps your frequently used stamps organized.
4. **Initial Use:** The stamps are pre-inked and ready for use. No initial inking is required.

PRODUCT SIZES AND DETAILS



Figure 2: Product dimensions and details, illustrating the compact size and modular nature of individual stamps.

OPERATING INSTRUCTIONS

Using the WEJOIN Self-Inking Stamp is straightforward and designed for efficiency.

- Select Stamp:** Choose the desired stamp from your stack or individual collection.
- Positioning:** Place the stamp firmly on the document where the impression is desired. Ensure the stamp is held level to achieve an even print.
- Apply Pressure:** Press down gently but firmly on the top of the stamp. The self-inking mechanism will automatically rotate the rubber die to the ink pad and then to the document, creating a clear impression.
- Lift Stamp:** Lift the stamp straight up from the document. Avoid dragging the stamp to prevent smudging.
- Impression Size:** Each stamp produces an impression of approximately 0.55" x 1.5".



Figure 3: Example of a document before and after stamping, demonstrating the clear and prominent impression.

SAVE TIME AND MAKE YOUR WORK MORE CONVENIENT



Figure 4: A user demonstrating the application of a WEJOIN self-inking stamp on a document.

MAINTENANCE

Proper maintenance ensures the longevity and consistent performance of your WEJOIN Self-Inking Stamp Set.

- **Storage:** Always store the stamps in their stacked configuration or in the provided plastic boxes when not in use. This design helps keep the ink fresh and prevents the ink pad from drying out. Store in a cool, dry place away from direct sunlight.
- **Re-inking:** The stamps are designed for up to 3000 impressions. When impressions begin to fade, the stamps are available for re-inking with WEJOIN Refill Red Ink. To re-ink, gently remove the internal ink pad (refer to product diagrams for guidance if needed) and apply a few drops of compatible oil-based ink evenly across the pad. Reinsert the pad carefully.
- **Cleaning:** Generally, self-inking stamps require minimal cleaning. If any debris accumulates on the rubber die, gently wipe it with a lint-free cloth. Avoid using harsh chemicals or solvents, as these can damage the rubber or ink pad.



Figure 5: An individual stamp with its internal ink pad partially visible, indicating the re-inking point.

TROUBLESHOOTING

If you encounter any issues with your WEJOIN Self-Inking Stamp Set, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
Faded or incomplete impressions	Ink pad is running low or dry. Insufficient pressure during stamping.	Re-ink the stamp pad (see Maintenance section). Ensure firm and even pressure is applied when stamping.
Smudged impressions	Stamp was dragged across the paper. Excessive ink.	Lift the stamp straight up after applying pressure. If recently re-inked, allow excess ink to absorb or blot gently.
Stamps not stacking correctly	Misalignment during assembly.	Ensure the stamps are aligned properly before gently pressing them together. They should click into place.

SPECIFICATIONS

- **Model Number:** OffiStamPack-0006
- **Product Dimensions:** 2.83 x 1.89 x 0.9 inches (per individual stamp unit)
- **Item Weight:** Approximately 3.84 ounces (for the set)
- **Impression Size:** 0.55" x 1.5"
- **Ink Type:** Oil-based, non-toxic, acid-free, lignin-free
- **Impression Lifespan:** Up to 3000 impressions per stamp before re-inking
- **Color:** Red ink (standard)

WARRANTY AND SUPPORT

WEJOIN is committed to customer satisfaction. While specific warranty details are not provided in this manual, the manufacturer ensures 100% satisfaction with their products.

For any questions, concerns, or support needs regarding your WEJOIN Office Self-Inking Stamp Set, please contact the manufacturer directly through the platform where the product was purchased (e.g., Amazon message system). Please have your model number (OffiStamPack-0006) and purchase details available when contacting support.



