


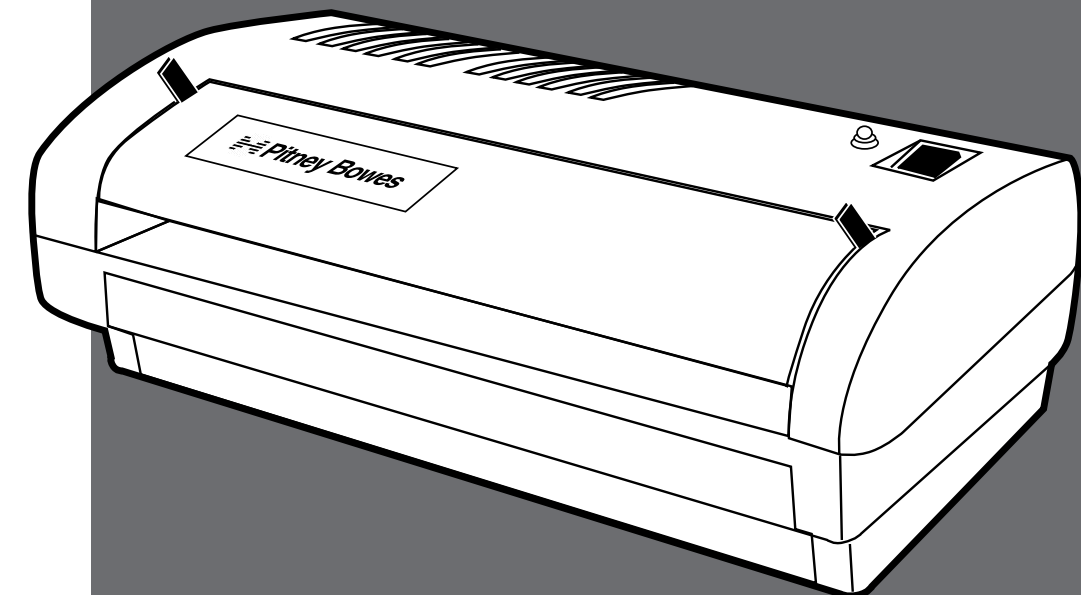
## SPECIFICATIONS

<i>Physical Dimensions:</i>	Width: 450mm Depth: 230mm Height: 136mm Weight: 10.6kg
<i>Electrical:</i>	220/240VAC, 50Hz, 0.6A or 110VAC, 60Hz
<i>Environmental:</i>	Operating Temperature: +5°C to +40°C Storage Temperature: -10°C to +65°C  Operating Humidity: 10-85% not condensed Storage Humidity: 10-85% not condensed  Noise: 52 db(A) idling, 65 db(A) cutting
<i>Compliance:</i>	 EN60950 Pitney Bowes certifies that the 1215 complies with the Low Voltage Directive 73/23/EEC and the EMC Directive 89/336/EEC.
<i>Material:</i>	up to 330mm wide, up to 6mm thick

We have made every reasonable effort to assure the accuracy and usefulness of this guide, however we cannot assume responsibility for errors or omissions or liability for the misuse or misapplication of our products.

### FOR SERVICE AND SUPPLIES:

## Letter Opener



**Model 1215**

# Introduction

## INTRODUCTION

### Safety

#### General

Never attempt to remove covers from your 1215 Letter Opener. No user serviceable parts are contained within the unit and high voltages are present. Servicing should be referred to qualified personnel.


Observe all normal safety precautions common to the operation of office equipment: Avoid getting loose clothing, hair or jewellery near moving parts. Avoid personal contact with machine mechanisms or materials which are in motion in the machine.

#### Mains electrical connection

In some countries the 1215 is supplied with a moulded mains lead. In other countries, or if the supplied lead is not used, the following information applies:

1. An approved mains lead for the country concerned must be used.
2. The wires in the supplied mains lead are coloured in accordance with the following code:

Green and Yellow	-	Earth
Blue	-	Neutral
Brown	-	Live
3. As the colours of the wires in the mains lead of this equipment may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows:

The wire which is coloured green and yellow must be connected to the terminal in the plug which is marked with the letter "E" or by the earth symbol  or coloured green or green and yellow.

The wire which is coloured blue must be connected to the terminal which is marked with the letter "N" or coloured black.

The wire which is coloured brown must be connected to the terminal which is marked with the letter "L" or coloured red.

**WARNING:**  
This equipment must be earthed.  
The socket outlet should be near to the equipment  
and should be easily accessible.

# Operation

## OPERATION

### General

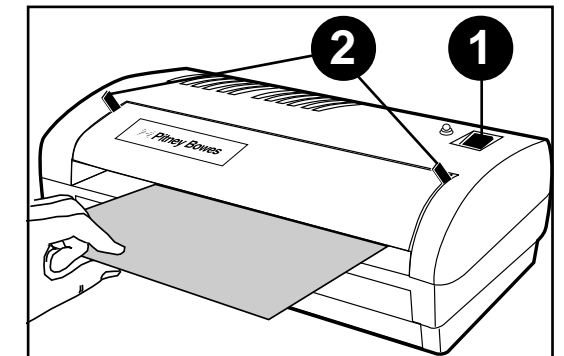
The 1215 Letter Opener is a semi-automatic machine designed to open regular and overweight letters accurately and at high speed. It is a solidly built and easily maintained piece of equipment, especially adapted to the needs of organisations requiring envelopes to be opened on two or more sides.

The 1215 will open practically any size or shape envelope provided the shortest side does not exceed 330mm. It will handle most envelopes up to a thickness of 6mm, providing the envelope edge doesn't present a 'squared' surface to the rotary blade.

### Opening Mail

Connect the 1215 to a suitable power outlet and turn the power switch (1) ON.

Tap the contents of the envelope away from the edge to be opened. This ensures that the contents themselves and hard objects such as coins, staples, paper clips etc., do not come into contact with the blade.



Insert your envelope gently into the aperture in the front of the 1215. The rotary blade will open the envelope edge.

If the blade 'squeeks', or on a daily basis, pull the two levers (2) forward for 5 to 10 seconds with the 1215 running. This will oil the rotary blade.

### Emptying the waste

The paper offcuts are collected in the waste drawer at the front of the 1215. To empty the drawer, slide it out from the front.

**The 1215 will not run with the waste drawer removed.**

