



QUICK START

SETUP GUIDE



For Dahle Shredders

- Unpack The Shredder
 - Remove Shipping/Transport Bolts
 - Fill Automatic Oiler

QUICK START – SETUP GUIDE

UNPACK THE SHREDDER

- Cut the plastic shipping straps and remove the top box cover.
- Lift & remove the corrugated box sleeve surrounding the shredder and all packing material.
- Carefully lift the shredder out of the bottom corrugated base. *(Please note - this shredder is suspended on the box material and is top heavy. Be sure to carefully support the shredder while moving to avoid tipping over.)*



REMOVE THE SHIPPING/TRANSPORT BOLTS

- To protect your shredder during transport, the cutting head is secured in place with shipping/transport bolts. For removal, open the shredder door & remove the suspended waste bag.
- Locate the two (or three) recessed shipping bolts inside the cabinet, directly under the cutting head, and remove them. *(A hex key (Allen Wrench) is provided for your convenience.)*



FILL THE AUTOMATIC OILER *(if applicable)*

- Open the cabinet door. If your shredder is equipped with an Even-Flow Lubricator, it will be located on the inside left of the machine.
- Slide open the drawer like reservoir & lift open the yellow fill cap.
- Pour the entire bottle of oil into the reservoir, insert the yellow cap, and slide the drawer closed.



POWER ON THE SHREDDER

- Install the power cord *(located inside the cabinet)* on the back of the machine & plug it in.
- Be sure the top of the red emergency shutoff switch is depressed.
- Press the bottom button on the round command dial *(located on the top cover of the machine)*. This will turn the shredder on.

