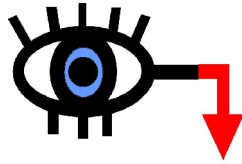


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Laminator Repair and Purchase

Visual Techniques will honor all warranties on laminators we sell. This includes parts and labor that result from manufacturer defects. This does not include operator error. Operator error will be determined by our service technician based on manufacturer guidelines and policies.

Our laminator repair charge is \$300. This includes pick-up and delivery, labor to repair problem and cleaning of the rollers. If parts are required, they are extra.

Some Common Problems That Could Save You Money

- If A/C power cord and plug appear OK, try plugging unit into another A/C outlet. If power still fails, check main fuse on the rear of the unit. Replace with 15 amp (minimum).
- If the film does not adhere well to laminated items (incomplete lamination), decrease speed, make sure that the "READY" indicator is on, warm-up time is approximately 15 minutes, check that the material is not too thick (1/16" maximum thickness), check to see that the item to be laminated is clean.
- Wrinkling can be caused by the film tension being too loose or the operating speed is too fast. Adjust.
- Check to make sure the film is loaded correctly; dull side's together and shiny sides out, and that the laminating film is the same distance from the edge at top and the bottom roller. **"NEVER"** allow the machine to continue lamination after one of the rolls has run out of film.
- Film jam (wrap-up) can be caused by improper loading of film or exit path in rear of laminator is blocked. Undoing the jam can be done by pushing the reverse switch. (Rollers reverse only while the switch is depressed).

Precautions

- Do not force materials between heat rollers. If materials don't enter easily it is probably too thick.
- Check the rear of the laminator during each use to ensure that the film is exiting properly.
- Thick items must be laminated at a slower speed so they remain in contact with the heat rollers for a longer time.
- DO NOT locate the laminator in the direct path of a cooling fan, air conditioner, or similar draft.
- To reduce jamming, the film must be allowed to drop down toward the floor after exiting from the rear.

I understand that if the problem is not a warranty issue based on manufacturer's warranty policy, then the minimum charge is \$300. Visual Techniques will warrant the repair labor for 3 months and the parts would fall under the manufacturer's warranty. This form must accompany a purchase order in order to purchase a new laminator from VT or to obtain service.

Signature:

Print Name:

District/Campus:

Phone:

E-mail:

Date: