

# TRUBIND

## 4:1 COIL BINDING MACHINE

### TB-S20

# OPERATION GUIDE

### WARRANTY

We strive to provide products of the highest quality. Should any defect appear within 24 months from the date of purchase, we will gladly repair or replace the machine free of charge. Contact the dealer from whom you purchased your machine in order to return it for warranty service. Please note that damage caused by operator error or misuse is not covered under this warranty.



### ATTENTION



- Read this manual carefully before using the machine.
- Do not allow children to operate the machine.
- Keep the machine away from heat and moisture.
- To prevent injury and/or damage to the machine, ensure that it is on a flat, stable surface before using.
- Do not attempt to punch more than the indicated capacity, as it may jam or damage the machine.



**20**

Page Punch  
Capacity

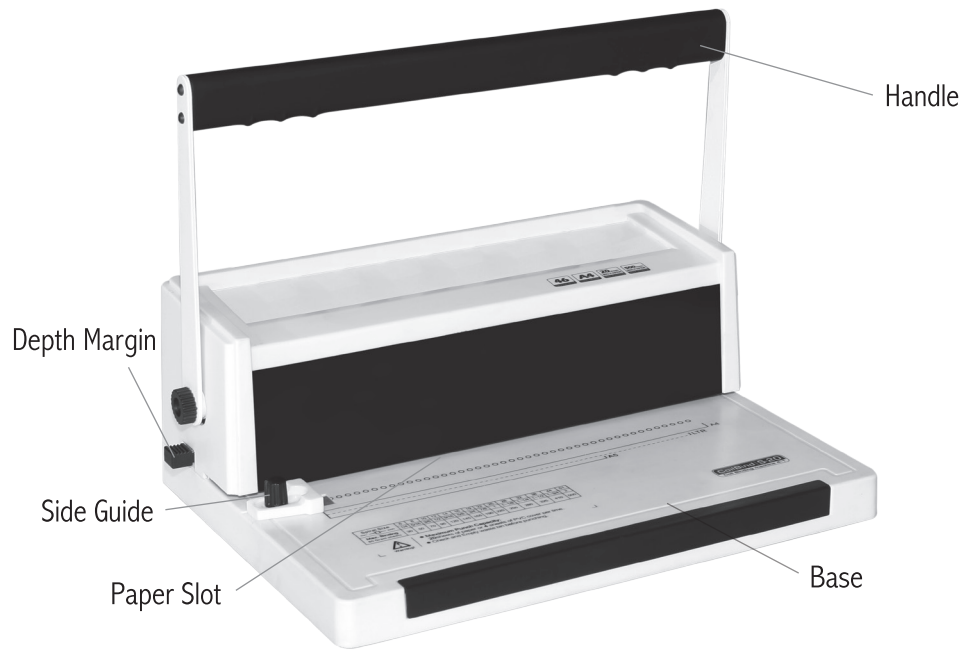
**11"**

Maximum  
Sheet Size

**440**

Page Binding  
Capacity

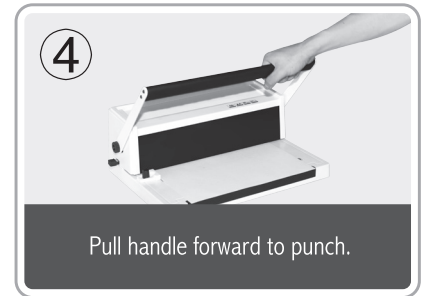
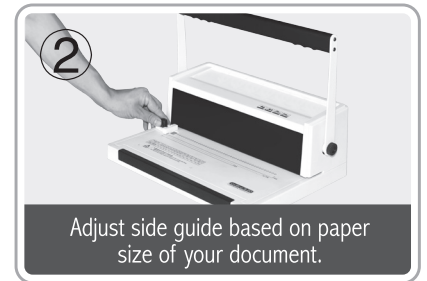
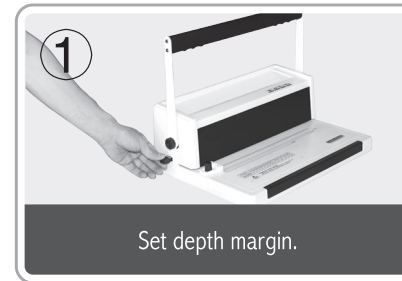
## MACHINE OVERVIEW



## MACHINE SPECIFICATIONS

Model:	TB-S20
Operation:	Manual
Pitch:	4:1 Coil
Punch Capacity:	20 sheets (based on 20 lb. paper)
Max. Binding Length:	11"
Binding Capacity:	2" (approx. 440 pages)
Depth Margin:	Adjustable (2.5mm, 4.5mm, and 6.5mm)
Disengageable Dies:	None
Coil Inserter:	Manual
Dimensions:	17.13" x 13.19" x 8.07"
Net Weight:	14.3 lbs.
Warranty:	2 years

## OPERATION GUIDE



## HELPFUL HINTS

- Position the side guide to match the size of the paper being punched in order to ensure that the holes are centered on the sheet.
- Empty the waste bin regularly to prevent jams and reduce machine wear.
- Before punching your document, try punching a test sheet to ensure that the machine has been set appropriately.
- To maintain your punch, spray a small amount of lubricant onto a sheet of paper and punch through it. Follow by punching a clean sheet to remove any residue.
- If punching cover stock or thick paper, you will need to reduce the number of sheets per punch in order to avoid jamming the machine.