

# ROCKER HAND DUPLICATOR MARKING SYSTEM

## INKING INSTRUCTIONS

Before placing a new hand duplicator in use, it must be thoroughly pre-inked to permit proper flow of ink through the reservoir to pad surface. This can be accomplished by following these steps:

**STEP 1** Place the backing sheet from stencil under clamps on either side of duplicator. This prevents ink from getting on clamps.

**STEP 2** Pour ink onto pad and use brush (included with duplicator) to distribute ink over entire surface area. Repeat process until ink is visible through reservoir inside of the pad.

**STEP 3** Remove handle. With signs of ink visible, fill reservoir half full of ink. Replace handle. Place stencil on pad and rock back and forth on paper to distribute ink uniformly over pad surface..

**STEP 4** Test duplicator by applying mark to porous surface. Pad is properly inked when solid mark is achieved as indicated in illustration. Repeat first step if mark remains light.

After a pad has been properly pre-inked, it is only necessary to add ink to the reservoir.

## ATTACHING THE STENCIL

Open side clamp and insert stencil in slot until it stops and release hinge. Be sure to place the tissue side of stencil down against the pad.

Rock the duplicator starting at the attached side. The stencil tissue will adhere to the pad. This operation assures a smooth unwrinkled stencil.

Remove backing sheet at perforation and use edge of sheet to tuck the loose edge of the stencil tissue into the other hinged side of rocker.

When duplicators have been properly inked and instructions followed, clear, sharp points should result. If any of these problems develop, do the following

## PRINT TOO HEAVY

The duplicator is overinked. Make sure reservoir is not too full and remove excess ink by repeatedly applying pad to a porous surface.

## PRINT TOO LIGHT

Make sure stencil tissue is cut through. If letters are clean, repeat steps for inking the duplicator.

**STENCILS MAY TEAR OR WRINKLE** if excessive pressure is applied in making the mark. If pad is inked according to instructions, only a feather touch is necessary to obtain a good print.

## STORING

When not using the duplicator, keep unit in an upright position on stand provided. Never store duplicator resting on pad.

## REPLACING PAD ASSEMBLY

In the event the pad assembly becomes clogged with oils and waxes from stencil tissue, dirt and/or ink, or is damaged in any way, replace it with a new pad and reservoir assembly. This can be accomplished with ease and without the use of tools.

To replace assembly, remove the handle and knurled nut and squeeze in the clamps. Damaged or soiled pad will drop out.

