



## **LS 950/1000 – REPLACING THE HANDLE**

### **Parts Required**

- Crank Handle Assembly - 950 part no. 78-8114-8403-5  
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### **Tools Needed**

- Possibly Pliers

1. Remove the input tray by lifting up on the tray and gently pulling outwards. Take out the cartridge by first turning the handle counterclockwise (to remove film from the roller bars), and gently pull cartridge outwards. Set input tray and cartridge aside.
2. Firmly grasp the black roller bars inside of the unit. While holding the roller bars stationary in one hand, rotate the crank handle in the direction opposite of the arrows (counterclockwise) to remove the handle. If the handle is broken off or stripped from the machine, grasp the metal stud (screw) with pliers, hold the roller bars stationary and rotate counterclockwise to remove the stud (screw). The stud (screw) should be found in the side of the machine where the handle was previously.
3. While continuing to hold the roller bars, carefully thread the new handle into the machine by rotating the handle in the direction of the arrows (clockwise). Tighten until snug.
4. Install the cartridge. Place the cartridge starter on the start of the laminating film. Feed the cartridge starter between the black roller bars. Press the cartridge into place and advance the film by turning the handle clockwise. Remove the cartridge starter from the output laminate and place back in its holder.
5. Replace the input tray by lining up the tabs (on both sides of the input tray), with the notches on either side of the machine. Gently press the tray into place. Run a test item to ensure the machine is operating properly.