

## One-Year Limited Warranty

Your new Executive Machines Paper Shredder comes with a one-year limited warranty. Executive Machines will repair or replace this product if, due to defective parts or workmanship, it does not perform as specified. This warranty covers only repair or replacement of the product itself. This warranty is extended to the original consumer only. In no event does this warranty extend to instances where the product is damaged through uses for which it was not intended, misuse, mishandling, removal and/or reinstallation, neglect, accident or tampering. In no event shall Executive Machines be liable for any indirect, incidental or consequential damages, or lost of profits arising out of or related to this product, or the performance or breach thereof, even if Executive Machines has been advised of the possibility thereof. Executive Machines liability to customer, if any, shall in no event exceed the total of the purchase price of the item. Some states do not permit the exclusion or limitation of incidental or consequential damages; therefore, sections of the above limitations or exclusions may not apply to you. This warranty is in lieu of any other warranty, expressed or implied, including, but not limited to, any warranty of merchantability or fitness for any particular purpose. Any representations or promises inconsistent, or in addition to this warranty are unauthorized and shall not be binding on Executive Machines.

## Return Instructions

1. Contact our Customer Service Department at **(800) 567-8977** to request a Return Authorization Number (RA#). This number must be placed on the outside of the box when it is returned.
2. Pack the product in the original carton or it's equivalent.
3. Enclose a copy of your Original proof of purchase showing the original purchase date.
4. Enclose detailed information describing the exact nature of your problem. Make sure to include your complete name, address, email address, daytime and evening contact numbers.
5. Pack your shredder carefully, and insure it when returning it to us in case it is damaged or lost in shipping.

Register Your Shredder Online at:

**[www.executivemachines.com](http://www.executivemachines.com)**

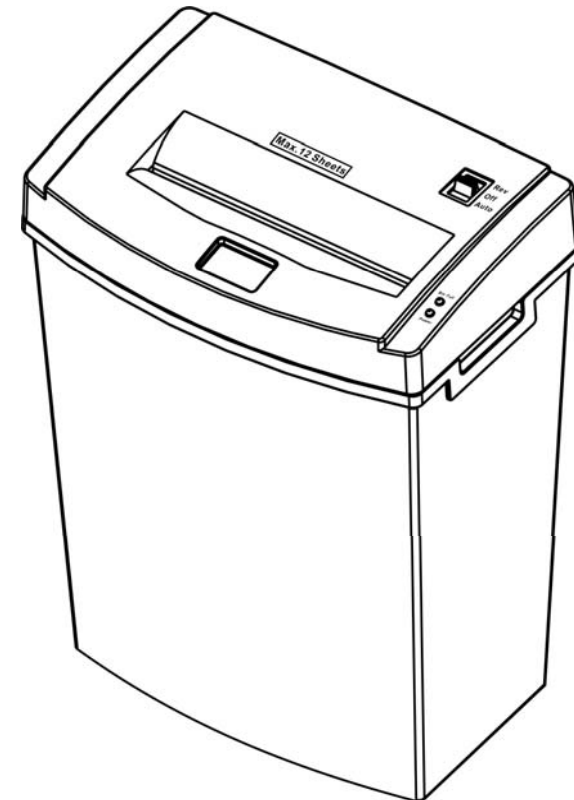
## Specifications

Shredding Capacity: 12 sheets of paper or 1 credit card or 1 CD/DVD per pass  
Shred Type: Cross cut shred  
Average Shred Size: 0.16" x 1.02" (4 mm x 26 mm)  
Feed Opening: 9.06" (23 cm)  
Weight: 18.3 lbs. (8.3 kg)  
Dimensions: 13.6" x 9.1" x 18.1" (345 x 230 x 460 cm)  
Input: 115 Volt AC, 5.3 Amps

Manufactured by:  
Executive Machines Inc.  
Brooklyn, NY USA

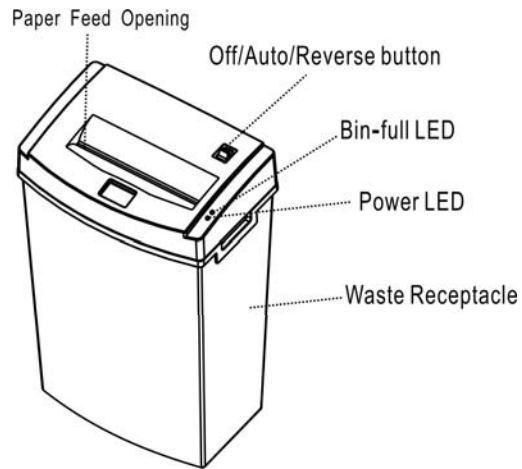
800-567-8977  
[www.executivemachines.com](http://www.executivemachines.com)

# Executive Machines



**Model No. EPS-1200X**

You are now the proud owner of our Executive Machines Paper Shredder. Our products are designed to give you an easy trouble free experience. Please make sure to read this manual completely prior to use.



### Unpacking your Shredder

1. Place the shredder on a flat level surface.
2. Remove all packing materials from the shredder.

### Powering Up your Shredder

1. Place the shredder securely on top of the waste receptacle.
2. Plug the shredder into a grounded electrical outlet.
3. Slide the Off/Auto/Reverse button into the ON/AUTO position.
4. The power LED will illuminate and the shredder is now ready for operation.

### Shredder Do's and Don'ts:

- Keep shredder out of the reach of children.
- Keep all loose articles of clothing, ties, jewelry, hair and other small items away from the feed opening to prevent injury.
- Keep the shredder in the OFF position when it is not in use for an extended period of time.
- When shredding keep eyes and fingers away from feed opening to avoid possible injury.
- Do not place hands or fingers into shredder opening to avoid serious injury.
- Continuous shredding at full load (12 sheets of paper/1 pc credit/1 pc CD/DVD per shred) should not exceed 2 minutes.
- Always unplug shredder prior to moving, cleaning or emptying of the waste receptacle.
- No flammable gas or liquids near this machine.
- Do not attempt to repair shredder yourself.
- When shred CDs and DVDs DO NOT insert fingers into the center hole! Hold CD/DVD from the top.

### Shredder Capacity

The EPS-1200X will shred up to 12 sheets of 20 lb. (75 gsm) paper or 1 credit card or 1 CD/DVD at a time. For best results when shredding bills, insert them through the middle of the feed opening. This shredder is not designed to shred labels or any paper with labels. Shredding labels can cause blades to gum up and damage unit.

### Problems and Solutions

**Problem:** Unit does not power up

**Solution:** Make sure that shredder head is properly placed on the waste receptacle. This unit has an automatic sensor, which switches the shredder off when it is removed from the waste receptacle.

**Problem:** Basic Paper Jam

**Solution:** Slide the function switch to the "REV" Position. Manually remove any unshredded material from the top of the feed opening.

**Problem:** Power turned off while shredding

**Solution:** This unit is equipped with a motor overload protection circuit, which may terminate power automatically if the unit is shredding continuously for over 2 minutes, the shredding capacity has been exceeded or a major jam has been detected. To reset the motor overload circuit turn the unit off and wait about 45 minutes.

**Problem:** Major Paper Jam

**Solution:** Place the unit into reverse mode and grasp the excess paper or media and pull it out from the top of the feed opening.

### Shredder Operation

This shredder is equipped with an Auto Start/Stop smart sensor, which allows the unit to automatically start when an item is placed into the feed opening and stop as soon as the item travels completely through the feed opening. This unit also offers a manual Reverse button feature and Motor Overload Circuit:

The Reverse Button activates the Jam Clear feature and reverses the shredding process to clear the shredder cutter blades.

The Bin Full Indication has been tripped when the Bin Full light illuminates. This circuit will light up this indicator when the electronic eye senses the waste level exceed 80% of the basket waste capacity. The basket needs to be cleaned or otherwise the waste might feed back to the machine and cause damages.

Make sure to periodically empty the waste receptacle to avoid overloading the basket and damaging the cutting mechanism.