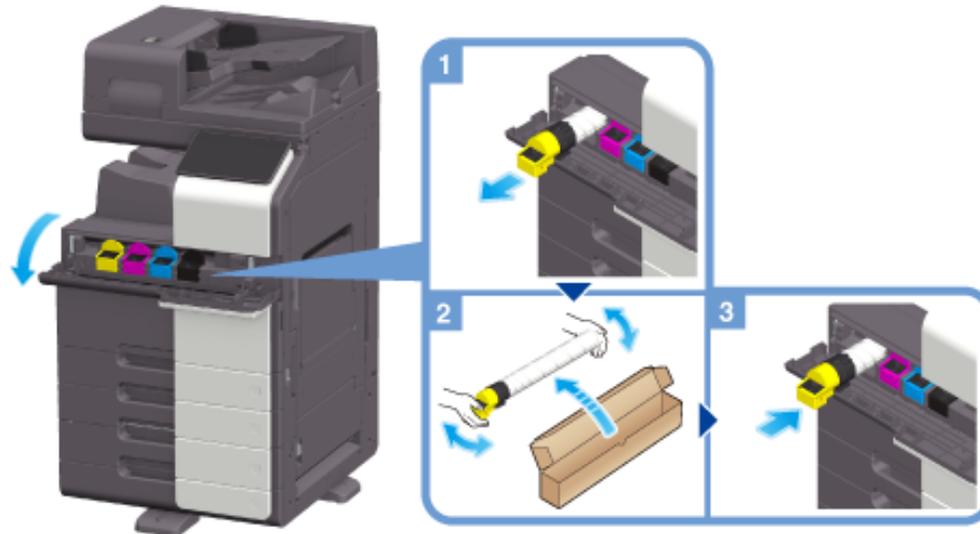


Replacing a Toner Cartridge

The following example shows how to replace a **Yellow Toner Cartridge**.



Tips

- ❖ Shake a new **Toner Cartridge** well, approximately 5 to 10 times, before installing it.
- ❖ If a toner cartridge other than for black is empty, printing can be continued forcibly using black. Tap [Continue], and then select a desired print job.
- ❖ Do not forcibly open or disassemble a **Toner Cartridge** (toner container).
- ❖ Do not forcibly remove or dispose of toner that remains in a **Toner Cartridge** (toner container).



NOTICE

- ❖ Install a **Toner Cartridge** for each label color. If you try to forcibly install a Toner Cartridge in the incorrect position, it may result in a failure.

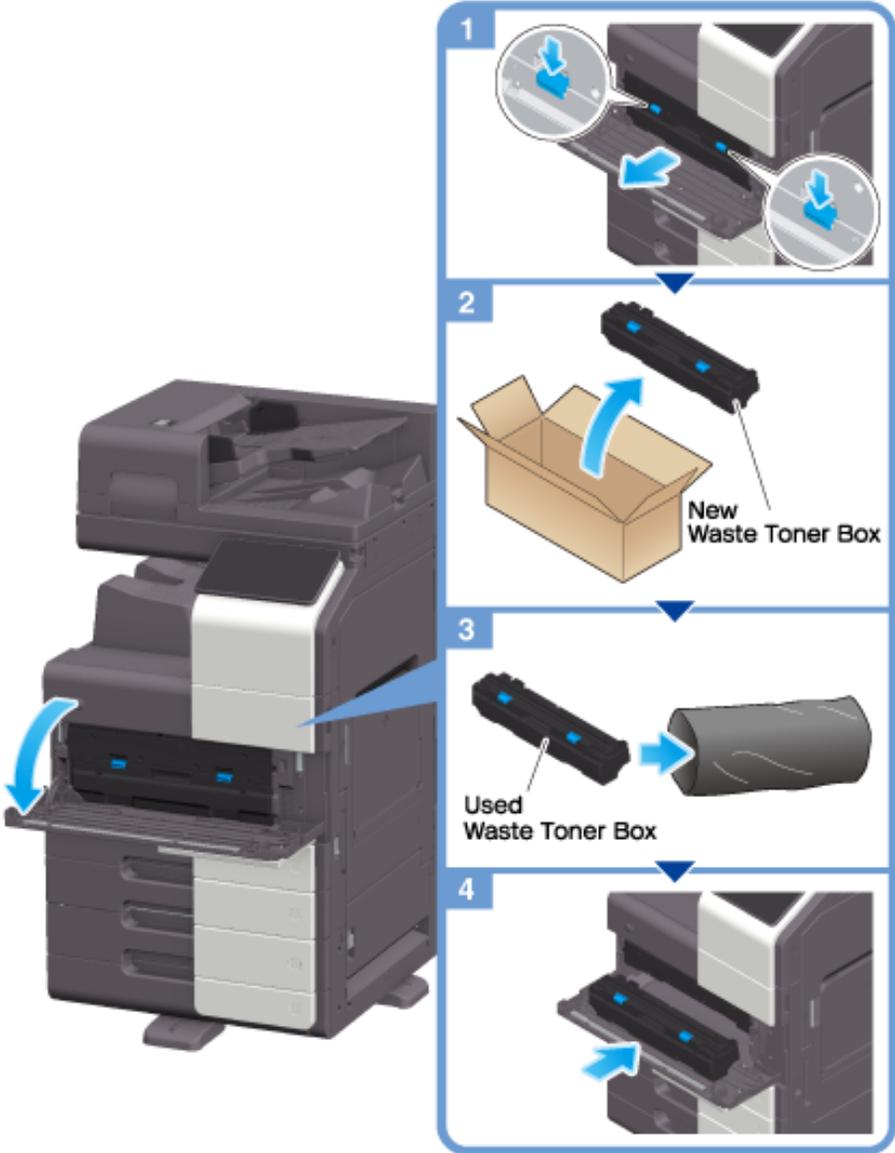
WARNING

- ❖ Do not throw toner or a container that contains toner (e.g., toner cartridge, developing unit and Waste Toner Box) into an open flame. The hot toner may scatter and cause burns or other damage.

CAUTION

- ❖ Do not leave toner-related parts (e.g., toner cartridge, developing unit and Waste Toner Box) within easy reach of children. Licking any of these parts or ingesting toner could damage your health.
- ❖ Do not store toner-related parts (e.g., toner cartridge, developing unit and Waste Toner Box) near devices susceptible to magnetism, such as precision equipment and data storage devices, otherwise they may malfunction. They could cause these products to malfunction.
- ❖ Do not force open the toner-related parts (e.g., toner cartridge, developing unit and Waste Toner Box). If toner tumbles from the toner bottle, take utmost care to avoid inhaling it or even getting skin contact.
- ❖ If toner lands on your skin or clothing, wash thoroughly with soap and water.
- ❖ If you inhale toner, move to a place with fresh air and gargle with a lot of water repeatedly. Should you get symptoms such as coughing, seek medical advice.
- ❖ If you get toner into your eyes, immediately rinse them with running water for over 15 minutes. Seek medical advice if irritation persists.
- ❖ If you swallow toner, rinse out your mouth and drink a few glasses of water. Seek medical advice if necessary.

Replacing a Waste Toner Box





Tips

- ❖ Your service representative will collect your used **Waste Toner Box**. Put it in a plastic bag, and store it in a box by itself.

WARNING

- ❖ Do not throw toner or a container that contains toner (e.g., toner cartridge, developing unit and Waste Toner Box) into an open flame. The hot toner may scatter and cause burns or other damage.

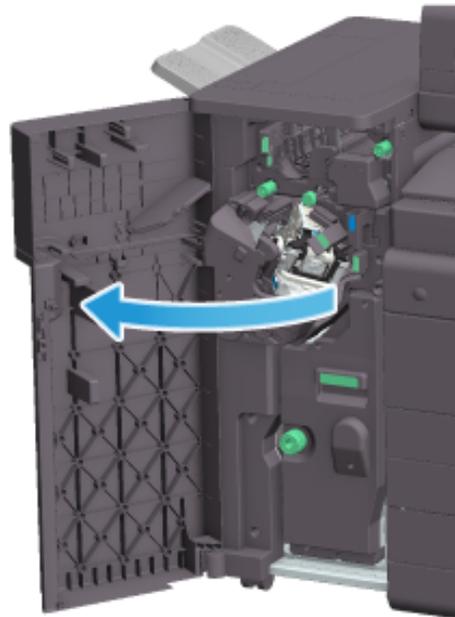
CAUTION

- ❖ Do not leave toner-related parts (e.g., toner cartridge, developing unit and Waste Toner Box) within easy reach of children. Licking any of these parts or ingesting toner could damage your health.
- ❖ Do not store toner-related parts (e.g., toner cartridge, developing unit and Waste Toner Box) near devices susceptible to magnetism, such as precision equipment and data storage devices, otherwise they may malfunction. They could cause these products to malfunction.
- ❖ Do not force open the toner-related parts (e.g., toner cartridge, developing unit and Waste Toner Box). If toner tumbles from the toner bottle, take utmost care to avoid inhaling it or even getting skin contact.
- ❖ If toner lands on your skin or clothing, wash thoroughly with soap and water.
- ❖ If you inhale toner, move to a place with fresh air and gargle with a lot of water repeatedly. Should you get symptoms such as coughing, seek medical advice.
- ❖ If you get toner into your eyes, immediately rinse them with running water for over 15 minutes. Seek medical advice if irritation persists.
- ❖ If you swallow toner, rinse out your mouth and drink a few glasses of water. Seek medical advice if necessary.

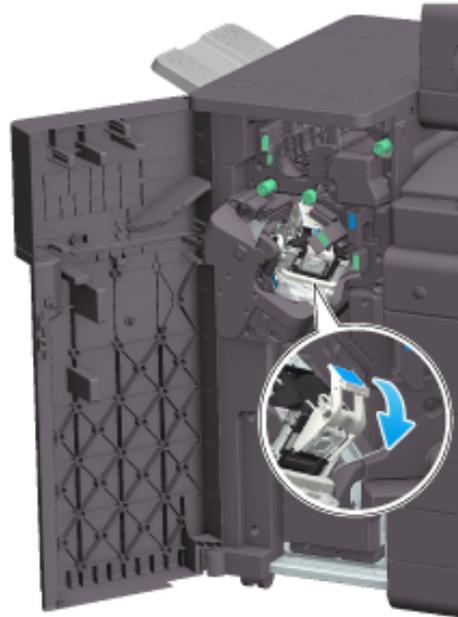
Replacing a Staple Cartridge

Finisher FS-540/Finisher FS-540 SD

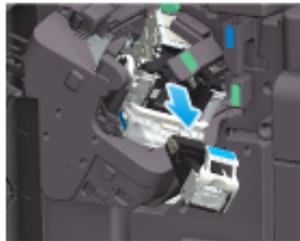
1. Open the Front Door of the Finisher.



2. Unlock the Staple Cartridge.



3. Pull out the **Staple Cartridge**.



4. Pull out an empty staple case from the **Staple Cartridge**.



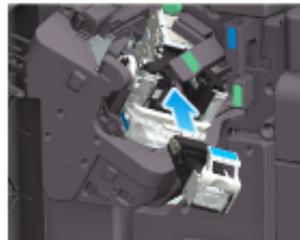
5. Insert a new staple case into the **Staple Cartridge**.



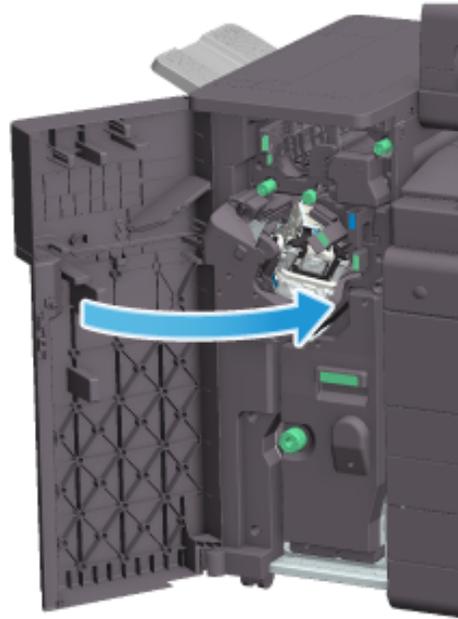
➔ Insert the staple case until it hits the back of the **Staple Cartridge**, and check that it is locked.



6. Attach the **Staple Cartridge**.



7. Close the **Front Door of the Finisher**.



Tips

- ❏ Do not remove staples that remain in the machine. Otherwise, the stapling function will activate but no sheets will be stapled.



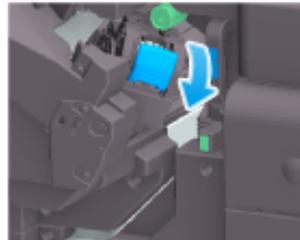
NOTICE

- ❏ Be sure to replace the **Staple Cartridge** after the relevant message has appeared. If a **Staple Cartridge** is removed before the relevant message appears, it may result in a failure.

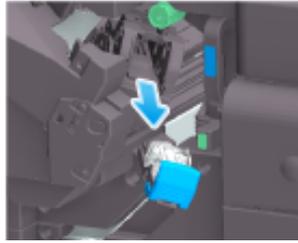
1. Open the **Front Door of the Finisher.**



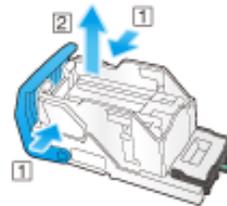
2. Unlock the **Staple Cartridge.**



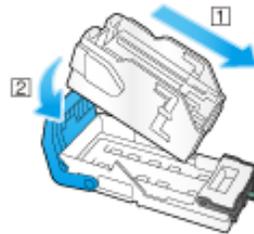
3. Pull out the **Staple Cartridge.**



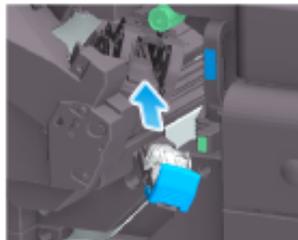
4. Remove any empty staple cases from the **Staple Cartridge**.



5. Attach a new staple case to the **Staple Cartridge**.



6. Attach the **Staple Cartridge**.



7. Close the Front Door of the Finisher.



Tips

- ❖ Do not remove staples that remain in the machine. Otherwise, the stapling function will activate but no sheets will be stapled.

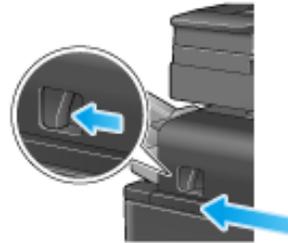


NOTICE

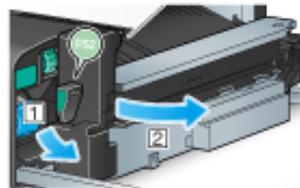
- ❖ Be sure to replace the **Staple Cartridge** after the relevant message has appeared. If a **Staple Cartridge** is removed before the relevant message appears, it may result in a failure.

Finisher FS-533

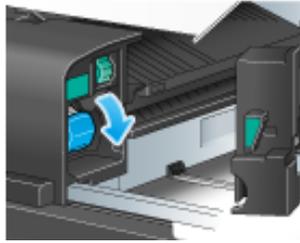
1. Pinch the **Lock Release Lever**, and slide the **Finisher**.



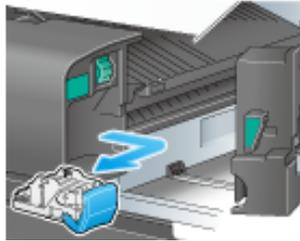
2. Pull the **Punch Kit Release Lever [FS2]** in the arrow direction, and open the **Punch Kit**.



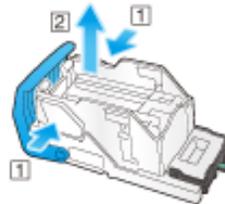
3. Unlock the **Staple Cartridge**.



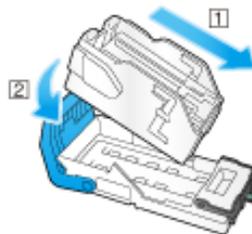
4. Pull out the **Staple Cartridge**.



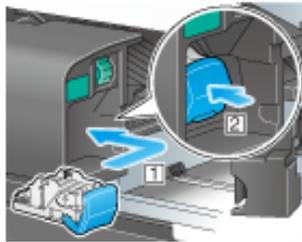
5. Remove any empty staple cases from the **Staple Cartridge**.



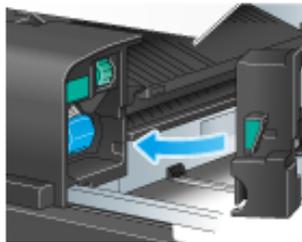
6. Attach a new staple case to the **Staple Cartridge**.



7. Attach the Staple Cartridge.



8. Close the Punch Kit.



9. Close the Finisher.





Tips

- ❖ Do not remove staples that remain in the machine. Otherwise, the stapling function will activate but no sheets will be stapled.



NOTICE

- ❖ Be sure to replace the **Staple Cartridge** after the relevant message has appeared. If a **Staple Cartridge** is removed before the relevant message appears, it may result in a failure.

Replacing a Saddle Staple Cartridge

Finisher FS-540 SD

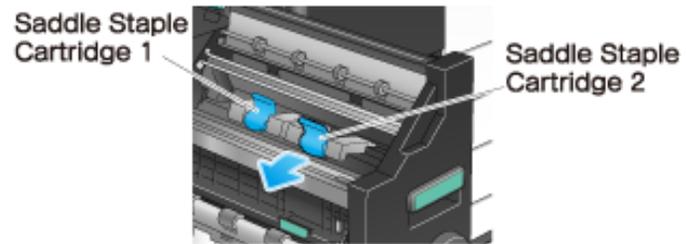
1. Open the **Front Door of the Finisher**.



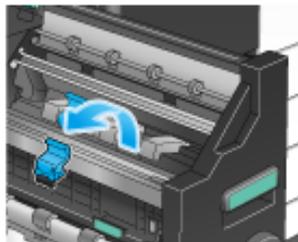
2. Pull out the **Saddle Stitcher**.



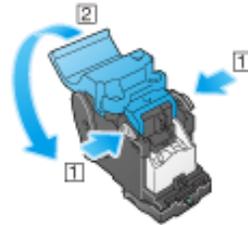
3. Tilt the blue knob of the **Saddle Staple Cartridge** toward you.



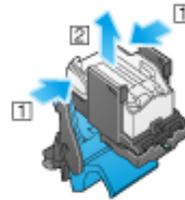
4. Pull out the **Saddle Staple Cartridge**.



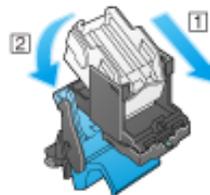
5. Open the **Saddle Staple Cartridge cover**.



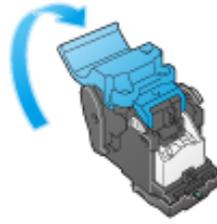
6. Remove any empty staple cases from the **Saddle Staple Cartridge**.



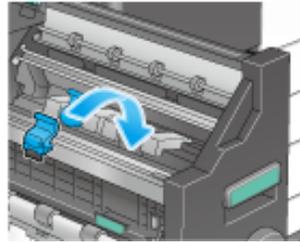
7. Attach a new staple case to the **Saddle Staple Cartridge**.



8. Close the **Saddle Staple Cartridge cover**.

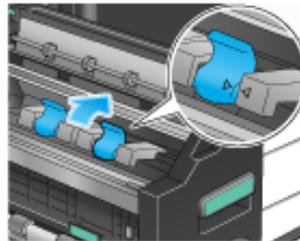


9. Attach the **Saddle Staple Cartridge**.



10. Push the blue knob of the **Saddle Staple Cartridge** to the back.

➔ Check that the mark of the **Saddle Staple Cartridge** matches that of the **Saddle Stitcher**.



11. Push in the **Saddle Stitcher**.



12. Close the **Front Door** of the **Finisher**.





Tips

- ❖ Do not remove staples that remain in the machine. Otherwise, the stapling function will activate but no sheets will be stapled.



NOTICE

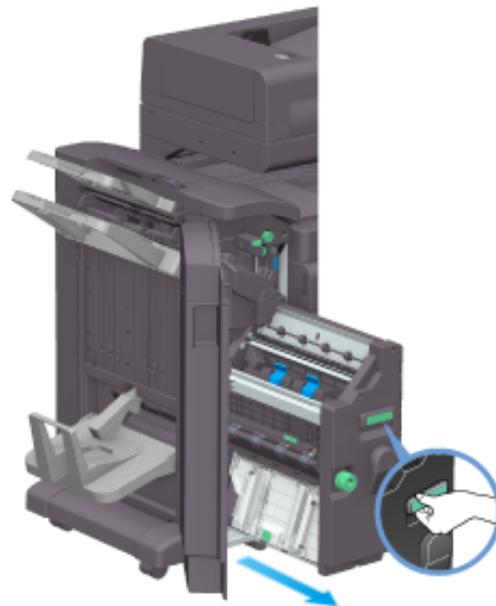
- ❖ When moving the **Saddle Stitcher**, be sure to only hold the handle. Otherwise, your hand or finger may get caught in the machine.
- ❖ Be sure to replace the **Saddle Staple Cartridge** after the relevant message has appeared. If a **Saddle Staple Cartridge** is removed before the relevant message appears, it may result in a failure.

Finisher FS-539 SD

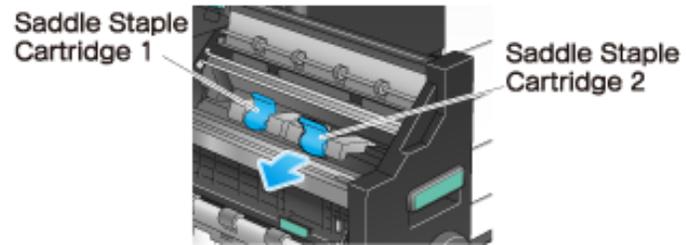
1. Open the **Front Door of the Finisher**.



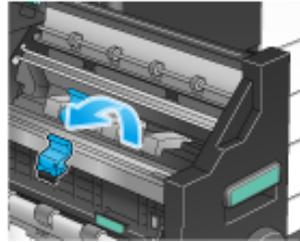
2. Pull out the **Saddle Stitcher**.



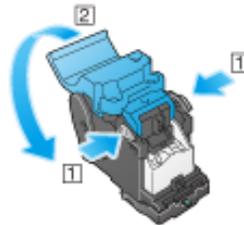
3. Tilt the blue knob of the **Saddle Staple Cartridge** toward you.



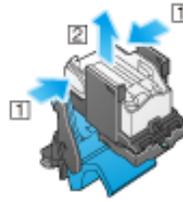
4. Pull out the **Saddle Staple Cartridge**.



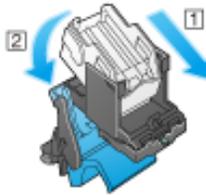
5. Open the **Saddle Staple Cartridge cover**.



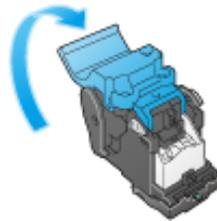
6. Remove any empty staple cases from the **Saddle Staple Cartridge**.



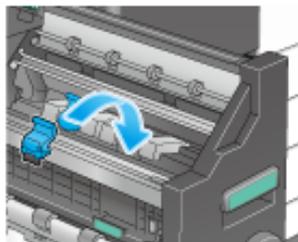
7. Attach a new staple case to the **Saddle Staple Cartridge**.



8. Close the **Saddle Staple Cartridge cover**.

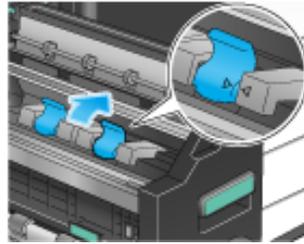


9. Attach the **Saddle Staple Cartridge**.



10. Push the blue knob of the **Saddle Staple Cartridge** to the back.

➔ Check that the mark of the **Saddle Staple Cartridge** matches that of the **Saddle Stitcher**.



11. Push in the **Saddle Stitcher**.



12. Close the **Front Door of the Finisher**.



Tips

- ❖ Do not remove staples that remain in the machine. Otherwise, the stapling function will activate but no sheets will be stapled.

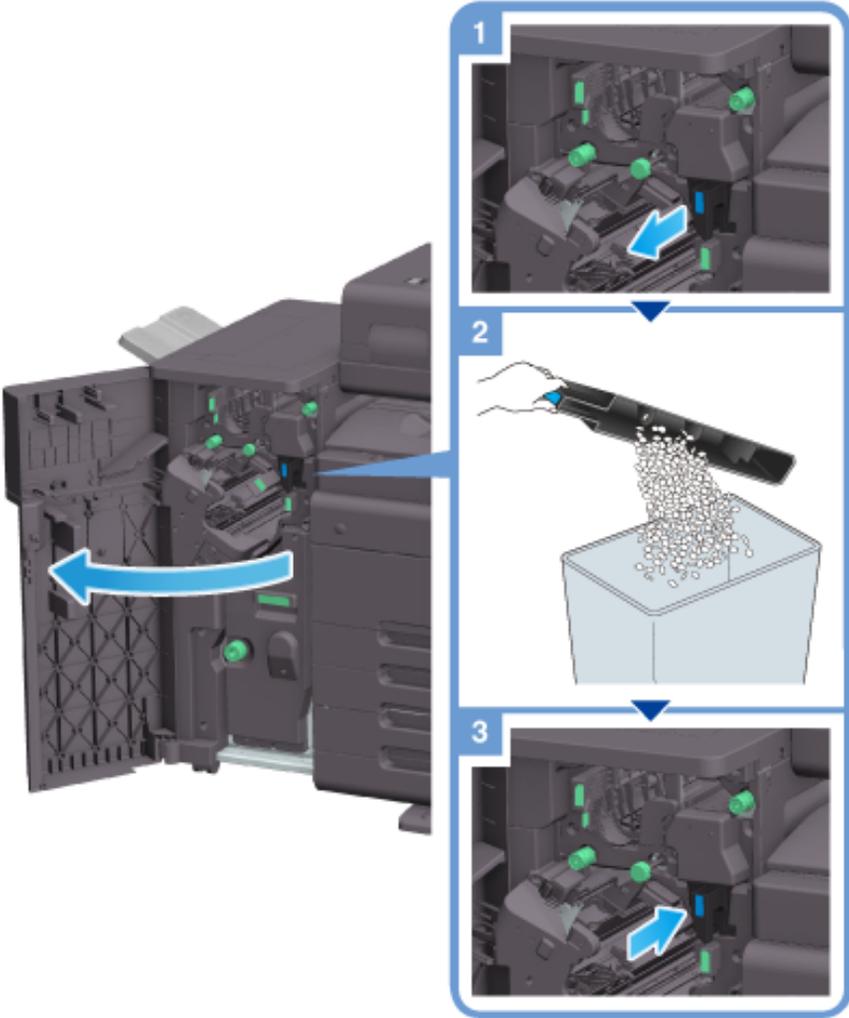


NOTICE

- ❖ When moving the **Saddle Stitcher**, be sure to only hold the handle. Otherwise, your hand or finger may get caught in the machine.
- ❖ Be sure to replace the **Saddle Staple Cartridge** after the relevant message has appeared. If a **Saddle Staple Cartridge** is removed before the relevant message appears, it may result in a failure.

Punch Scrap Processing

Finisher FS-540/Finisher FS-540 SD

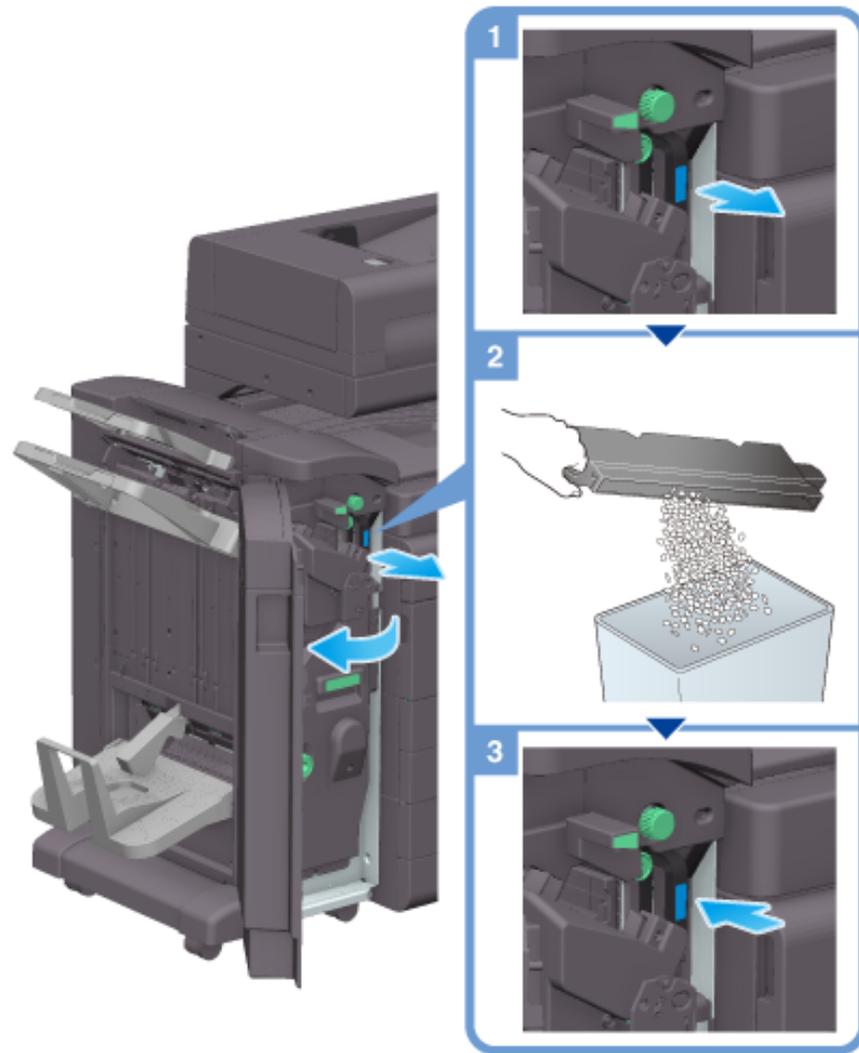




Tips

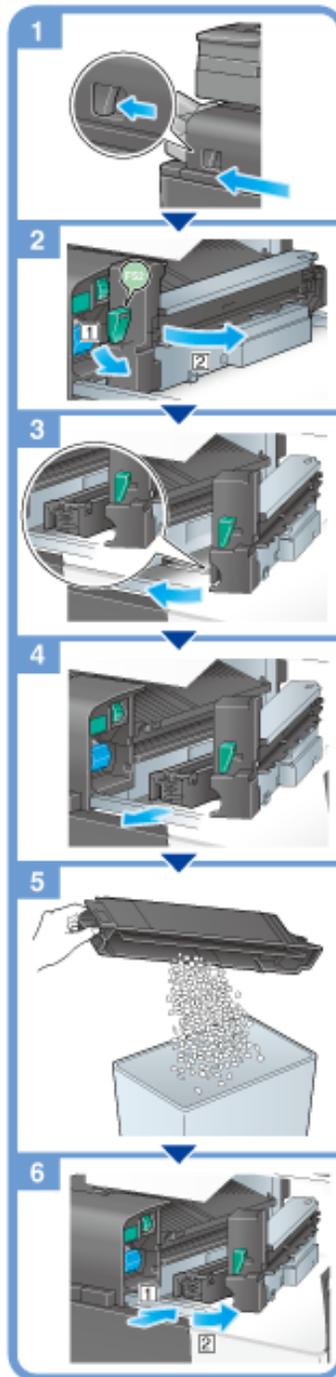
❖ The figure shows the **Finisher FS-540 SD** with **Punch Kit PK-526**, **Z Folding Unit ZU-609**, and **Relay Unit RU-513** installed.

Finisher FS-539/Finisher FS-539 SD



Tips

❖ The figure shows the **Finisher FS-539 SD** equipped with **Punch Kit PK-524** and **Relay Unit RU-513**.

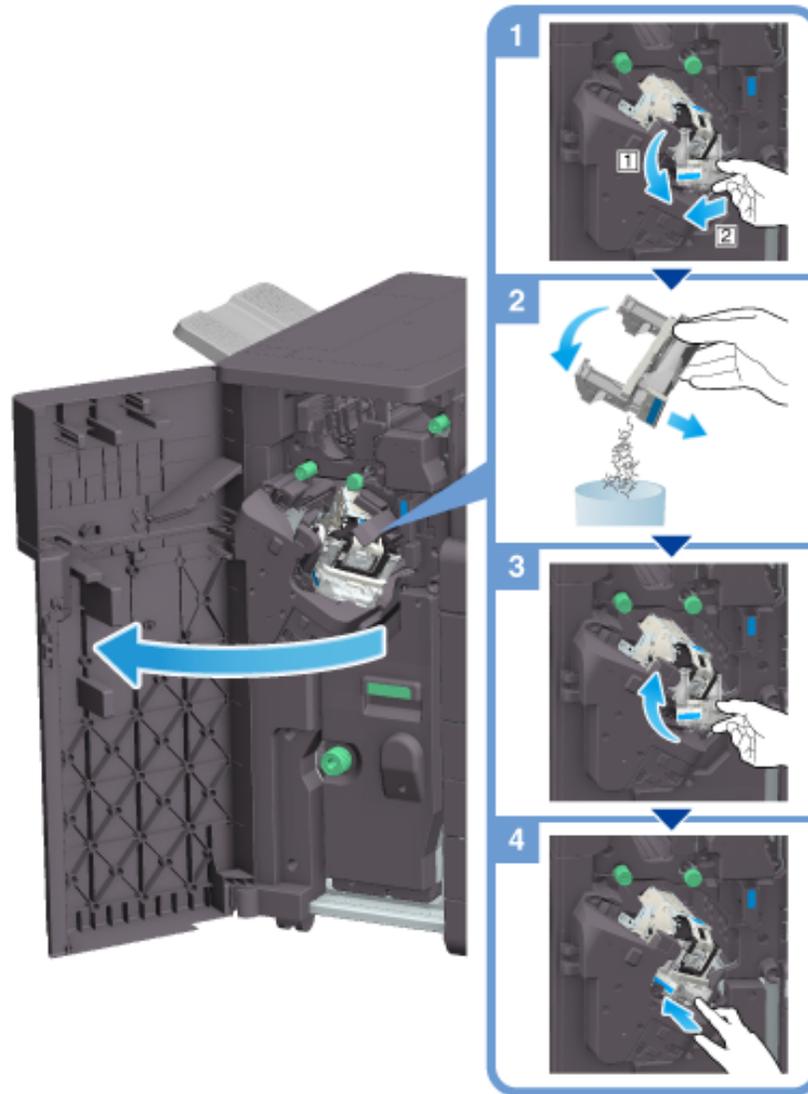




Tips

❖ The figure shows the **Finisher FS-533** equipped with **Punch Kit PK-519**.

Waste Staple Processing (Finisher FS-540/Finisher FS-540 SD only)





Tips

❖ The figure shows the **Finisher FS-540 SD** with **Punch Kit PK-526**, **Z Folding Unit ZU-609**, and **Relay Unit RU-513** installed.



NOTICE

❖ Be sure to clear staple scraps after the relevant message has appeared. If the staple scarp box is removed before the message is displayed, it causes a failure.