



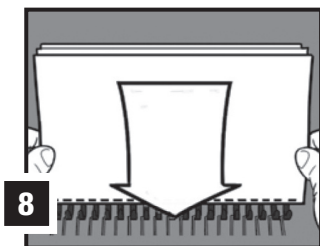
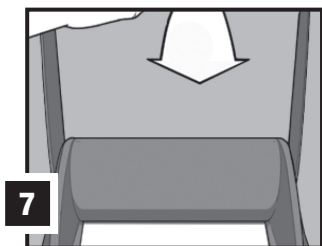
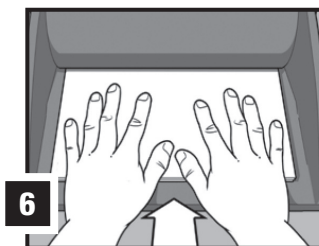
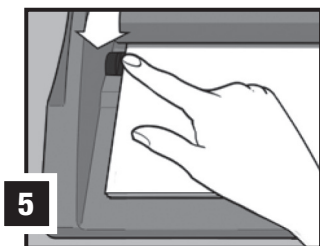
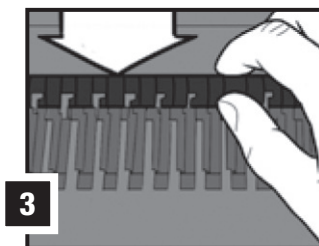
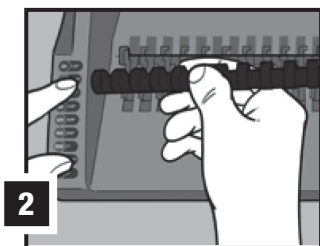
CombBind® C200

- Ⓒ *Instruction Manual*
- Ⓕ *Manuel d'utilisation*
- Ⓓ *Bedienungsanleitung*
- Ⓘ *Manuale d'istruzioni*
- Ⓖ *Gebruiksaanwijzing*
- Ⓔ *Manual de instrucciones*
- Ⓗ *Manual de Instruções*
- Ⓙ *Kullanım Kılavuzu*
- Ⓖ *Οδηγίες*
- Ⓓ *Brugsvejledning*
- Ⓕ *Käyttöopas*
- Ⓖ *Bruksanvisning*
- Ⓒ *Bruksanvisning*
- Ⓖ *Instrukcja obsługi*
- Ⓒ *Návod k obsluze*
- Ⓕ *Használati útmutató*
- Ⓖ *Руководство по эксплуатации*



ATTENTION

To register and activate
the warranty go to
www.gbceurope.com





Specifications

	GBC® CombBind® C200
Max. width of paper	Letter, DIN A4 – 297mm
Punching capacity paper	Max. 20 sheets (80gsm)
Punching capacity, plastic covers	Max 2 sheets, 0.2mm each
Net weight	5.2 kg
Dimensions (W x D x H)	380x330x130mm

Subject to technical changes without prior notice.

Special notice

Thank you for choosing a GBC® Binding Machine. We aim to produce quality binding machines at an affordable price, with many advanced features to enable you to create excellent results every time. Before using your machine for the first time, please take a few minutes to read through this guide.

Maintenance

Please ensure that the clippings tray is emptied on a regular basis. This will prevent blockage and ensure that the unit is always ready to punch. The clippings tray can be accessed from the back of the machine.

In order to prevent overloading never try and punch more than the maximum number of sheets recommended (20 sheets of 80gsm). The unit is maintenance free if handled correctly.

Service

Contact an authorised GBC® service representative for any required repairs.

Safety instructions



YOUR SAFETY AS WELL AS THE SAFETY OF OTHERS IS IMPORTANT TO ACCO BRANDS EUROPE. IN THIS INSTRUCTION MANUAL AND ON THE PRODUCT ARE IMPORTANT SAFETY MESSAGES. READ THESE MESSAGES CAREFULLY.

Helpful hints

Place front covers finish side down on the open comb and the back covers finish side up.

For best results always use GBC® brand covers with GBC® colour-coordinated binding combs.

The binding comb can be opened and closed again at any time to replace or add individual sheets (see step 4).

How to bind

- 1 **Measure document using colour coded guide (fig.1)**
- 2 **Select comb which fits your document (fig.2)**
Use the table to choose a suitable comb size. Please note that this guide is based on 80gsm paper. The sheet capacity of combs will vary depending on the type and thickness of the cover sheets you have chosen. If in doubt select the next comb up in capacity.
- 3 **Load comb onto machine (fig.3)**
Insert the binding comb next to the white positional arrow on the machine, behind the metal comb support fingers, with the open side of the comb pointing upwards.
Note: If using GBC® ProCombs™ the white arrow on your comb should align to the white arrow on the machine.
- 4 **Open comb by turning lever towards you (fig.4)**
The coloured arrows adjacent to the opening comb act as a guide as to how far to open in order to allow punched sheets to be easily inserted.
Note: If using GBC® ProCombs™ the coloured line on your comb should align to the coloured arrows on the machine for faster binding.
- 5 **Select document size (fig.5)**
Rotate the edge guide to the paper / cover size you wish to bind; A4 (297mm x 210mm) or Letter (215mm x 279mm). When using oversized covers, rotate the edge guide to the oversize position, punch the covers for your document and set aside. Then rotate the edge guide to select either A4 or Letter and proceed.
- 6 **Load pages into slot (fig.6)**
You can punch 2 cover sheets (0.2mm) or up to 20 sheets of paper (80gsm) at a time. Select the quantity of sheets to punch and tap the edge of the sheet stack against a flat surface to ensure that all sheets are aligned. Push the side of the stack to be punched into the punching slot as far as it will go, and slide left to align with the edge guide.
- 7 **Punch pages by pulling handle down (fig.7)**
Then lift the handle back to the vertical position and remove the punched sheets. Note: To prevent jams do not attempt to punch more than one cover sheet at a time.
- 8 **Combine pages with comb (fig.8)**
Remove the sheets from the punch slot and insert onto the fingers of the binding comb.
- 9 **Repeat process as required**
Repeat stages 6-8 until your document is fully loaded on the comb.
- 10 **Close (fig.9)**
Close comb and remove document.

Guarantee

Operation of this machine is guaranteed for 2 years from date of purchase, subject to normal use. Within the guarantee period, ACCO Brands Europe will at its own discretion either repair or replace the defective machine free of charge. Defects due to misuse or use for inappropriate purposes are not covered under the guarantee. Proof of date of purchase will be required. Repairs or alterations made by persons not authorised by ACCO Brands Europe will invalidate the guarantee. It is our aim to ensure that our products perform to the specifications stated. This guarantee does not affect the legal rights which consumers have under applicable national legislation governing the sale of goods.

If you experience a technical fault with your product during the warranty period, please contact the relevant **ACCO service centre**. Depending on the diagnostics and the model type, we will either arrange a service call by an engineer or we will ask you to return the machine to ACCO. If you return the machine, ACCO will, at its discretion, in accordance with law, either (i) repair the machine using either new or refurbished parts, or (ii) replace the machine with a new or refurbished machine that is equivalent to the machine being replaced.

Register this product online at www.gbceurope.com



Spécifications

	GBC® CombBind® C200
Largeur papier maxi	Letter, DIN A4 – 297 mm
Capacité de perforation maxi, papier	20 feuilles (80 g/m ²)
Capacité de perforation maxi, couvertures plastique	2 feuille de couverture de 0,2 mm d'épaisseur
Poids net	5,2 kg
Dimensions (l x p x h)	380 x 330 x 130 mm

Données techniques sujettes à modification sans préavis.

Notification spéciale

Merci d'avoir choisi une perforieuse GBC®. Nous visons à produire des machines de qualité à un prix abordable et offrons de nombreuses fonctions sophistiquées garantissant d'excellents résultats à chaque usage. Avant d'utiliser votre machine pour la première fois, veuillez prendre quelques minutes pour lire attentivement ce guide.

Maintenance

Veuillez vider le bac à confettis à intervalles réguliers pour éviter les blocages et vous assurer que la machine est toujours prête à perforer. Le bac à confettis est accessible à partir de l'arrière de la machine.

Pour éviter toute surcharge, n'essayez jamais de perforer un nombre de feuilles supérieur à la capacité de perforation (20 feuilles de 80 g/m²). La machine ne nécessite aucun entretien en cas d'utilisation correcte.

Dépannage

Contactez un représentant de dépannage GBC® agréé pour toute réparation requise.

Consignes de sécurité



VOTRE SÉCURITÉ AINSI QUE CELLE DES AUTRES EST IMPORTANTE POUR ACCO BRANDS EUROPE. DANS CE MANUEL D'UTILISATION ET SUR LE PRODUIT, VOUS TROUVEREZ DES MESSAGES DE SÉCURITÉ IMPORTANTS. MERCI DE LES LIRE TRÈS ATTENTIVEMENT.

Conseils utiles

Placez la première de couverture dans le peigne ouvert, face de présentation vers le bas, puis la dernière de couverture, face de présentation vers le haut.

Pour optimiser les résultats, utilisez les couvertures de marque GBC® et les peignes de reliure de couleurs assorties GBC®.

Vous pouvez ouvrir et refermer le peigne à tout moment afin de remplacer des feuilles ou d'en ajouter d'autres (voir étape 4).