

ENGLISH  
Model 200C/200M/130C



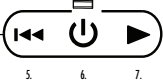
KEY FEATURES AND CONTROLS

- A. Shredder Lid  
B. Manual Feed Slot  
C. Caster (on 200C/200M only)  
D. Disconnect Power Switch  
E. See Safety Instructions  
F. Control Panel (see below)  
G. Pull-Out Bin
- 1. OFF  
I 2. ON

CONTROL PANEL

1. Overheat (red)  
2. Remove Paper (red)  
3. Bin Full (red)  
4. Bin Open (red)
5. Reverse  
6. On/OFF (blue)  
7. Start

Fellowes



WARNING: IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!

- Operation, maintenance, and service requirements are covered in the instruction manual. Read the entire instruction manual before operating shredders.
  - Keep away from children and pets. Keep hands away from paper entry. Always set to off or unplug when not in use.
  - Keep foreign objects – gloves, jewelry, clothing, hair, etc. – away from shredder openings. If object enters top opening, switch to Reverse (←) to back out object.
  - DO NOT use aerosol products, petroleum based or aerosol lubricants on or near shredder. DO NOT USE "CANNED AIR" OR "AIR DUSTERS" ON SHREDDER. Vapors from propellants and petroleum based lubricants may combust causing serious injury.
  - Avoid touching exposed cutting blades under shredder lid.
  - Unplug shredder before cleaning or servicing.
  - Do not use if damaged or defective. Do not disassemble shredder. Do not place near or over heat source or water.
- This shredder has a Disconnect Power Switch (D) that must be in the ON (I) position to operate shredder. In case of emergency, move switch to OFF (O) position. This action will stop shredder immediately.
  - Shredder must be plugged into a properly grounded wall outlet or socket of the voltage and amperage designated on the label. The grounded outlet or socket must be installed near the equipment and easily accessible. Energy converters, transformers, or extension cords should not be used with this product.
  - FIRE HAZARD – Do NOT shred greeting cards with sound chips or batteries.
  - For indoor use only.

CAPABILITIES – SHRED THROUGH AUTO FEED TRAY

200C



Up to 20 Sheets Stapled – Pull apart stapled stacks of paper containing more than 20 sheets



Up to 20 Sheets Clipped – Pull apart clipped stacks of paper containing more than 20 sheets

200M



Up to 20 Sheets Stapled – Pull apart stapled stacks of paper containing more than 20 sheets

130C



Up to 20 Sheets Stapled – Pull apart stapled stacks of paper containing more than 20 sheets



Up to 20 Sheets Clipped – Pull apart clipped stacks of paper containing more than 20 sheets

CAPABILITIES – SHRED THROUGH MANUAL FEED SLOT

200C



200M



130C



**Will not shred:** Adhesive labels, continuous form paper, folded paper (Autofeed), bound documents, magazines, transparencies, newspaper, cardboard, binder clips, industrial staples, large paper clips, more than 20 pages stapled or paper clipped together, staples in top center of paper, laminates, 3 1/2 in. Floppies, file folders, X-rays or plastic other than noted above

**Paper shred size:**  
Cross-Cut (200C/130C).....4mm x 38mm  
Micro-Cut (200M).....2mm x 14mm

**Maximum:**  
Auto Feed Sheet Capacity (200C/200M).....200"  
Auto Feed Sheet Capacity (130C).....130"  
Manual Feed Sheet Capacity (200C).....10"  
Manual Feed Sheet Capacity (200M).....8" (rated)/10" (max)  
Manual Feed Sheet Capacity (130C).....8"  
\*A4 (70 g) paper at 220-240V, 50/60 Hz, 2.0Amps (200C), 2.5Amps (200M), 1.4Amps (130C); heavier paper, humidity or other than rated voltage may reduce capacity.

BASIC SHREDDING OPERATION



200C/200M

**Continuous operation:**  
12-minute maximum  
**NOTE:** Shredder runs briefly after each pass to clear entry. Continuous operation beyond 12-minutes will trigger 25-minute cool down period.



130C

**Continuous operation:**  
10-minute maximum  
**NOTE:** Shredder runs briefly after each pass to clear entry. Continuous operation beyond 10-minutes will trigger 25-minute cool down period.



**AUTO FEED**  
Plug in and put disconnect power switch in ON (I) position



**MANUAL FEED**  
Plug in and put disconnect power switch in ON (I) position

**\*Do not open lid once shred cycle has started.**



Open lid



Add paper. Paper should be flat and aligned with front of paper tray.



Close lid and press start (▶) to begin shredding



Feed paper straight into paper entry and release



Hold CD (200C only)/Card at edge, feed straight into paper entry and release

**Note: Manual feed cannot be used while Auto Feed is in use.**

ADVANCED PRODUCT FEATURES



**SILENT SHRED™** Technology  
SilentShred™ noise quality  
shreds without noisy disruptions.



**SLEEP MODE**  
Feature shuts down the shredder after 2 minutes of inactivity



To get out of sleep mode, or open lid and load paper

For more information about all of Fellowes Advanced Product Features go to [www.fellowes.com](http://www.fellowes.com)

PRODUCT MAINTENANCE

OILING SHREDDER

All cross-cut and micro-cut shredders require oil for peak performance. If not oiled, a machine may experience diminished sheet capacity, intrusive noise when shredding, and could ultimately stop running. To avoid these problems, we recommend you oil your shredder each time you empty your waste bin.

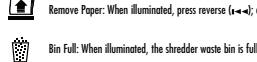
FOLLOW OILING PROCEDURE BELOW AND REPEAT TWICE



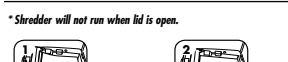
Open lid



Carefully apply oil across cutters (do not get oil in paper tray)



Close lid. Press and hold forward (▶) 2-3 seconds



Turn off and unplug shredder



Open lid

CLEANING AUTO-START INFRARED SENSORS

Paper detection sensors are designed for maintenance free operation. However, on rare occasions the sensors may become blocked by paper dust causing the motor to run even if there is no paper present. (Note: the paper detection sensors is located in the center of the paper entry).

TO CLEAN THE SENSORS



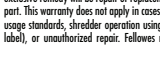
Turn off and unplug shredder



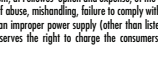
Open lid



Locate Auto-start infrared sensor



Dip cotton swab in rubbing alcohol



Wipe away any contamination from the paper sensors

LIMITED PRODUCT WARRANTY

200C

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 2 years from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for 7 years from the date of purchase by the original consumer. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, failure to comply with product usage standards, shredder operation using an improper power supply (other than listed on the label), or unauthorized repair. Fellowes reserves the right to charge the consumers for any

additional costs incurred by Fellowes to provide parts or services outside of the country where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.

200M

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additional costs incurred by Fellowes to provide parts or services outside of the country where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.

130C

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 2 years from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for 5 years from the date of purchase by the original consumer. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, failure to comply with product usage standards, shredder operation using an improper power supply (other than listed on the label), or unauthorized repair. Fellowes reserves the right to charge the consumers for any

additional costs incurred by Fellowes to provide parts or services outside of the country where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.

Australia Residents Only:

Your goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and for compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure. The benefits under Fellowes' Warranty are in addition to other rights and remedies under a law in relation to the shredder.

TROUBLESHOOTING

**Overheat Indicator:** When the Overheat Indicator is illuminated, the shredder has exceeded its maximum operating temperature and needs to cool down. This indicator will remain illuminated and the shredder will not operate for the duration of the recovery time.

**Remove Paper:** When illuminated, press reverse (←); open lid and remove paper.

**Bin Full:** When illuminated, the shredder waste bin is full and needs to be emptied. Use Fellowes waste bag 36053.

**Bin Open:** The shredder will not run if the bin is open. When illuminated, close the bin to resume shredding.

\* Shredder will not run when lid is open.



If paper is not shredding through auto feed tray, check position of paper.



Paper should be flat and aligned with front of paper tray.