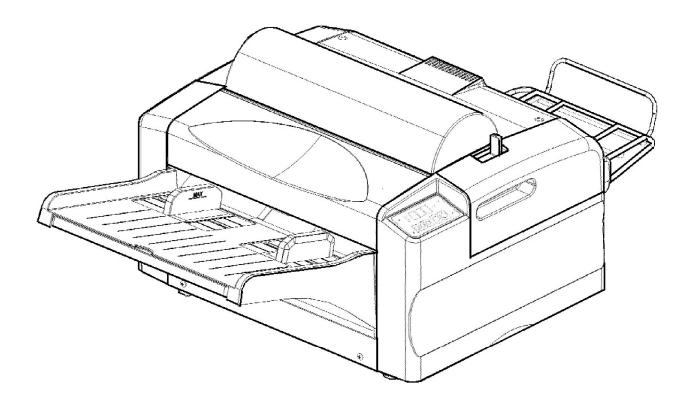
Revó Office Automatic Laminator





Preface

Table of Contents

Thank you very much for purchasing our Lami Corporation Revo-Office

This Instruction Manual (booklet) includes details for safe use of this product. Please read this booklet thoroughly and correctly use the product. Also, store this booklet properly for immediate use when necessary while using the product.

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Product specification

Precautions before Use

Meaning of symbols

This document classified and explains hazards and damages created when the displayed symbols are neglected and the product is used improperly, to prevent danger on customers or others and property damage in advance.

	When this sign is neglected and the product is handled improperly, there is a concern for death or sever injury of human beings.		
Caution	When this sign is neglected and the product is handled improperly, it can result in human injury or physical damage.		
due to concern for injury. safety. Image: the symbol represents removal of power plug from outlet for safety. This symbol represents prohibition of touching product with wet hands. Image: the symbol represents instruction to connect the earth Image: the symbol represents prohibition of the product the product of the product the			This symbol represents prohibition of touching the
/4\ ·	This symbol represents expectation of electric shock when handled improperly.		This represents expectation of smoke or ignition when handled improperly.

Handling Precaution

(1) Warning

	Only use the power cord included in the product and do not use with power sources other than the displayed.		
	Do not place heavy object on top of power cord, connect nearby a heating device, or connect multiple power cables to an		
<u> </u>	outlet.		
<u>/4</u>	Do not process power cord or use as damaged.		
	Accurately insert to the tip of electrode part.		
	Hold the plug when inserting power plug. Excessive bending, twisting or pulling of the cord can damage the cable interior and		
	cause electric shock, fire or failure.		
	✗ If power cord is damaged, contact the dealer.		
	Regularly remove power plug from the outlet to clean the electrode root and gap. Do not insert power plug with dusts and alien		
Regularly remove power plug from the outlet to clean the electrode root and gap. Do not insert power plug with o substances attached.			
	Do not install this product in places with high temperature and humidity or poor ventilation, places with combustible and		
<u> 20</u> 7	explosive gases or toxic gases, places with large volume of dusts, and on top of flammable objects. Also, install at least 50cm		
	away from the wall when installing this product nearby a wall.		
	Do not approach the product near a firearm or high temperature. Do not insert metals, flammables, and liquids into the		
	machine.		
	Do not use in abnormal status such as smoke or abnormal odor and sound. When such status occurs, immediately turn off the		
	power switch. Remove power plug from the outlet and contact the dealer. Never repair the product on your own as it is		
	dangerous.		
	Do not disassemble or remodel the machine. Do not remove the machine cover.		
V			

⚠ Caution

	Power plug must be removed from the outlet when not used for long time.			
	Also, when moving, turn the power switch off for safety, and unplug the power plug.			
	Do not insert power plug using wet hands.			
0	Earth connection must be done before connecting power plug to power. Also, remove power plug before disconnecting earth.			
	Especially, keep away from children.			
	Do not mount on the product or place heavy object on top.			
	Do not place this product in an unstable place (on top of vibration or slanted surface and places where vibration of other			
	machines can be easily delivered). There is a concern for injury of a nearby person from falling or tripping.			
	Do not place the product in front of wind from air conditioner			
	If allowed to stand without use, return the pressure lever to the release position so as not to apply pressure on the roller.			
	When film glue is attached to the laminate roller, wipe with a soaked with ethanol for disinfection or alcohol cloths. (※ Do not			
	clean the roller using benzene, thinner and sponge.			
	Cover with a cloth when the machine is not used to avoid places with direct light or fluorescent light. Light can rapidly			
	degenerate rubber of the laminate roller.			
	Do not block the vent hole. If the vent hole is blocked, there are concerns for failure or fire from accumulation of heat inside.			

Appropriate places for installation

Install this product in the following places.

Horizontal and stable places

Slanted or unstable use can have bad impact such as return of paper. Also, there is a concern for an unexpected accident.

• Places where exclusive power outlet can be secured.

Do not use this product with power sources other than power with rated voltage regulated in this Manual. There is concern for fire or electric leakage.

Also, earth or earth leakage breaker must be installed.

• Places with no humidity and good ventilation

Installation of this product in a place with high humidity is a cause of electric leakage or failure. Avoid outdoor places, places with direct light or wind from air conditioner, and places with large volume of dusts for installation.

Workability

Secure sufficient space for work convenience.

Do not install too close to walls. If possible, it is optimal to secure enough space for a person to pass.

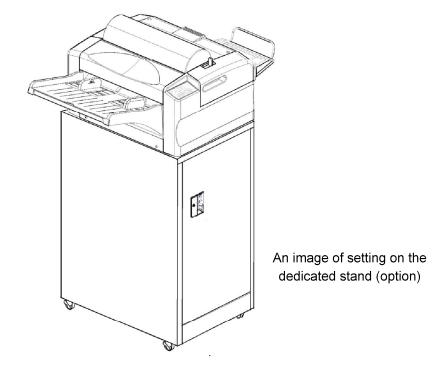
A Do not block the vent hole of this product.

Blocking the vent hole can cause fire from internal heat.

Do not install the product in the following places.

- · Narrow places with bad ventilation such as closets.
- · On top of carpets and soft cloths
- \cdot On top of flammable objects such as papers and newspapers
- \cdot Places that generate combustible and explosive gases or toxic gases

Also, the product must be at least 50cm away from the wall when installing near a wall..



If putting on different places such as tables instead of the dedicated stand, please choose the place with enough strength and stability.

Characteristics of the Product /Confirmation of Parts

Characteristics of the Product

- High-speed Automatic Laminate
 Just set the paper to be processed, and it will be automatically laminated.
 About 4.5 pieces of A4 papers per minutes can be laminated in the case of continuous processing.
- Auto cutting function
 Edges of the laminated paper can be cut automatically.
 - **Film cassette system** To set the film, firstly, take out the film cassette and set the film outside the machine. Then, just set that film cassette to the main body of the machine and the preparation is done (extremely simple operation).

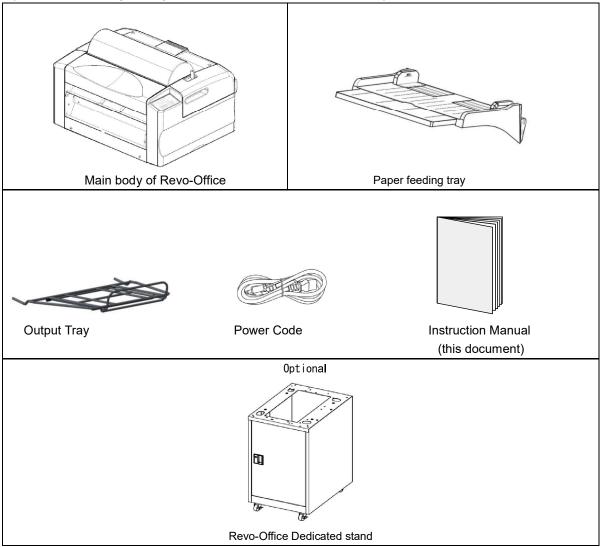
• Top and bottom open system

At the film-passing part, the main body of the machine can be opened vertically. Setting and removing the film cassette can be done easily by opening the body. In order to set the film, take out the film edge from the film cassette, pass through the vertically opened body, draw out until the outside of the body between the top/bottom discharging rollers, and then close the top Unit. It's a simple operation.

Confirmation of Parts

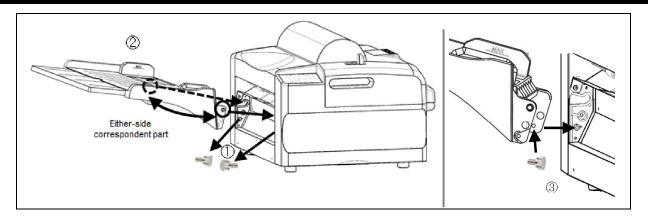
This product includes the following parts and document. (Except for the option)

If you have something lacking, please contact the dealer from which you purchased this product.



How to Attach the Accessories

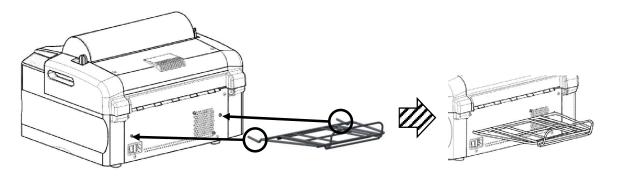
How to attach the paper feeding unit



- $\textcircled{1}\xspace$ Remove the Knurled screws first
- ② Set the paper feeding tray to the tray guide
- ③ Join the hole of the screw while maintaining the feeding tray, and stable it with the removed Knurled screws

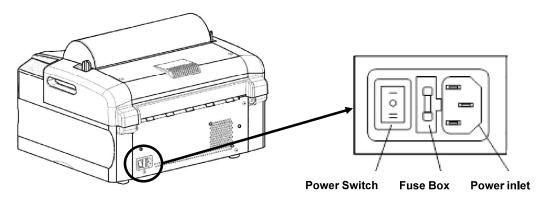
How to attach the Output tray

Seen from the front, at the right side of the main body, there are two holes for output tray. Insert the tip of the output tray to the end in that hole and the attachment is completed.



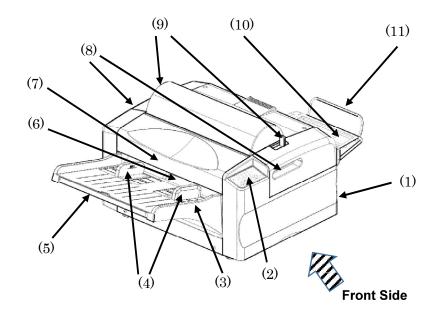
How to connect the power code

Seen from the front, at the bottom right side of the main body, there is a power inlet. Please insert the power code outlet here.



Name of Each Part

Exterior of Revo-Office



(1) Power switch & Power code inlet

At the right side of the main body, bottom

(2) **Operation panel**

The part to operate the main body

(3) Paper feeding tray

A tray to set the paper to be processed

(4) Sheet guide

The guide to send the paper straight

(5) Extension-paper feeding tray

For A3 size or B4 size, draw out this part

(6) Paper insertion guide plate

When you set a plurality of paper to be processed, put the leading edge of the paper to be processed along with this guide plate.

(7) Top cover of paper feeding

If the paper got stuck, the top cover can be opened to easily check the situation

(8) The hand hooking portion to open/close the upper unit

In order to set the film, when opening the upper unit to remove the film cassette, this part is the hand placing place

(9) Pressure lever

This is a lever to add/release pressure to Pressure bonding roller and Pull roller.

At two places; front and back side of the main body. Please operate them at the same time with both hands.

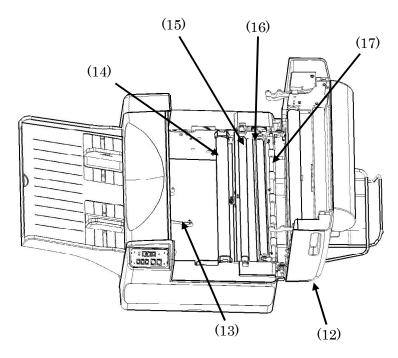
(10) Output tray

To pile the laminated papers.

(11) Extension-output tray

For larger paper, draw out this part

Interior of Revo-Office



(12)Upper Unit

Upper unit part, possible to open/close

(13)Film end sensor

A sensor part which detects the film end. Also detects if the film cassette is not inserted.

(14)Lower pressure-bonding roller

A lower roller to thermo-compression (laminates) the film and papers.

(15)Lower pull roller

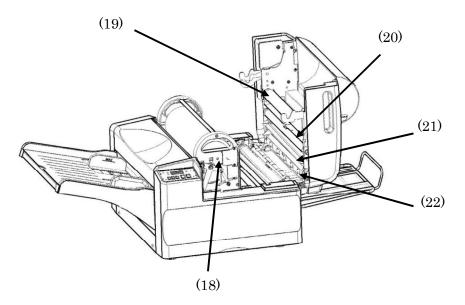
After laminating, it sends the laminated papers to the rotary cutter part.

(16)Rolling blade of Rotary cutter

A cutter to cut the film to separate laminated papers into each pieces.

(17)Lower discharge roller

To discharge the laminated papers out of the main body.



(18)Film cassette

A cassette which storage the top/bottom film for sandwiching the paper to be processed. It can be put/removed by opening the upper unit.

(19)Upper pressure-bonding roller

An upper roller to thermo-compression (laminates) the film and papers

(20)Upper pull roller

After laminating, it sends the laminated papers to the rotary cutter part.

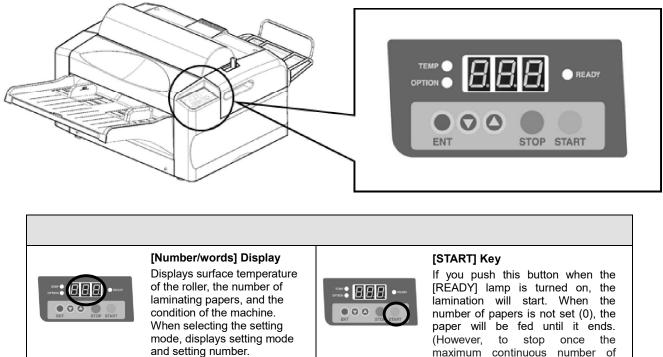
(21)Stabled blade of rotary cutter

A cutter to cut the film to separate laminated papers into each pieces.

(22)Upper discharging roller

To discharge the laminated papers out of the main body.

Operation Panel





[Ready] Lamp Turned on when laminate work can be performed. When Preparatory stage (warming up yet) the lamp will flicker.

maximum continuous number of sheets is 200 sheets.)

[STOP] KEY

This button is used to stop the lamination if the machine is running the lamination. It will stop after laminating the already-fed papers.

(BE	18	💮 READY
ľ			
	ENT	STOP	START

[TEMP] Lamp Turned on when displaying the temperature.



: 888

0

[∇] Key, [∆]Key This button is used when selecting the option mode, or changing the setting values.

8.8.8. 00

[OPTION] Lamp Turn on when selecting option mode, and turn off when escaping from option mode. However, if you make the number setting it will be turned on when you exit.



[ENTER] Key This button is used to switch to setting mode or decide to apply the changed value.

▲ CAUTION

Please don't operate 2 buttons at the same time.

Operation Panel – [Number/Word] Display

Temperature / Number of sheets display		
888	Temperature Display (°C) When [TEMP] lamp is turned on, displays the surface temperature of the pressure-bonding roller.	
888	Number of Sheets Display (Pieces) When the [OPTION] lamp is turned on, it displays the number of feeding papers after finishing number setting. Caution	
	The displayed number is paper feeding number, not a number of laminate completed papers.	
Displays except Temperature /	Number of sheets	
$\blacksquare \blacksquare \blacksquare$	Normally finished This is displayed when lamination is finished without problems.	
888	Abnormal state This is displayed when top paper feeding cover is open, when the front and back pressure lever is not set properly, or when laminated paper is stuck	
	Abnormal state This is displayed when the film end was detected, or when setting the pressure lever without inserting the film cassette.	
	Abnormal state This is displayed when the temperature sensor detected abnormality.	
888	Standby state This is displayed when the machine is in standby state.	
	Return state from the standby state This is displayed when the machine returns to a normal state from the standby state.	

When you exit from the setting mode, when processing the set number is other than "0" lights up and [OPTION] lamp, when "0" will go out.

Operation Panel – About setting and display

In a state that the [READY] lamp is lit or flickering, the following setting is possible. But, if the machine is detected an abnormal state, the following setting mode is interrupted and is forced to exit.

At the time of exiting from the following setting mode, if the laminating quantity setting is zero, [OPTION] lamp will turn off and if the laminating quantity is not zero, [OPTION] lamp will turn on.

To set the laminating quantity

Initial setting: 0 sheet

Adjustable range: 0-999 sheets

- 1, Press [ENTER] key for more than 1 second, to enter the setting mode. ([OPTION] lamp will flicker)
- 2, Press [∇] or [△] key to make the [number/words] display part to show [LIS]. There will be [LIS] displayed at first.
- 3, Press [ENTER] key to enter the number changing mode. At that time, value on the display will flicker. (Flickering display indicates that it has entered the numerical changing mode)
- 4, Press $[\Delta]$ key (or $[\nabla]$ key if needed) to set the number.
- 5, Press [ENTER] key to confirm this number and to exit from this mode.

To adjust temperature of pressur-bonding roller

Initial setting: 100°C

Adjustable range: 90°C-120°C

- 1, Press [ENTER] key for more than 1 second, to enter the setting mode. ([OPTION] lamp will flicker)
- 2, Press $[\nabla]$ or $[\Delta]$ key to make the [number/word] display show [HES].
- 3, Press [ENTER] key to enter the number changing mode. At that time, [number/word] display will flicker. (Flickering display indicates that it has entered the numerical changing mode)
- 4, Press [Δ] key (or [∇] key if needed) to set the number.
- 5, Press [ENTER] key to confirm this number and to exit from this mode.

To make margin setting (front side of direction of film)

Initial setting: 3mm

Adjustable range: 3mm-10mm

- 1, Press [ENTER] key for more than 1 second, to enter the setting mode. (OPTION lamp will flicker)
- 2, Press $[\nabla]$ or $[\Delta]$ key to make the [number/word] display show [Fr0].
- 3, Press [ENTER] key to enter the number changing mode. At that time, [number/word] display will licker. (Flickering display indicates that it has entered the numerical changing mode)
- 4, Press [\triangle] key (or [∇] key if needed) to set the number.
- 5, Press [ENTER] key to confirm this number and to exit from this mode.

To make margin setting (back side of direction of film)

Initial setting: 3mm

Adjustable range: 3mm-10mm

- 1, Press [ENTER] key for more than 1 second, to enter the setting mode. (OPTION lamp will flicker)
- 2, Press $[\nabla]$ or $[\Delta]$ key to make the [number/word] display show [rEA].
- 3, Press [ENTER] key to enter the number changing mode. At that time, [number/word] display will flicker. (Flickering display indicates that it has entered the numerical changing mode)
- 4, Press [Δ] key (or [∇] key if needed) to set the number.
- 5, Press [ENTER] key to confirm this number and to exit from this mode.

Before Laminate Processing

About laminate film

There are two types of laminate film, 'roll type' and 'pack type'.

This product uses 'roll type' laminate film.

*' Pack type' laminate film and 'cold film' cannot be used.

Thickness	This is thickness of the laminate film. Use according to the purpose. Films used by this product are 1.5, 3, 5 mil roll type films.
Size of paper tube (inner)	Size of paper tube differs according to structure of the laminator. Exclusive film shaft type is used on this product. Paper tubes of the size for general-purpose can't be used.
Type of roll film	Hot-roll film Heat is applied to melt glue and attach paper to the film. Cold-roll film (This cannot be used with this machine.) Separate (paper) is attached to the surface. During use, the paper is separated by the wrapping device and compressed by the roller.
Glued surface (internal and external)	The product is expressed as being internal or external depending on whether the glued surface on the laminate film is on the inside or outside of roll scroll. (※ This product is external type.) Caution Incorrect direction of the film can result in attachment of adhesive to the roller and damaging of the roller.

Glued surface of external film Product with glued surface on the outside of roll scroll is called f external .

Size of paper tube Inner diameter of paper tube Glued surface of internal film Product with glued surface on the inside of roll scroll is called ^r internal_J.

A Precautions while handling laminate film

- Do not place laminate film in places with high temperature and humidity.
- When laminate is not used, store the film in film shelf or box.
- Use films appropriate for the laminator.
- If a problem is found in the film before use, do not use it. *Reckless use can cause failure of the laminator.*

Materials that can be laminated

Different laminators have different materials (papers) that can be laminated.

This product can also laminate 'photographs' and 'colored printouts' with the help of heating structure in the internal rollers, but there are materials inappropriate for laminate.

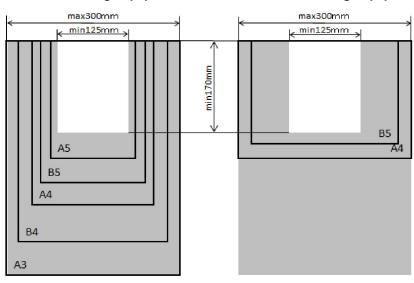
- Things written using crayons (there are crayons that are liquefied when heated)
- Thermal or pressure sensitive papers deformed or damaged by heat or pressure
- Objects that are not papers (they can damage the machine)

About papers used

Refer to below for sizes and thicknesses of papers that can be used on this product.

Vertical setting of paper

Horizontal setting of paper

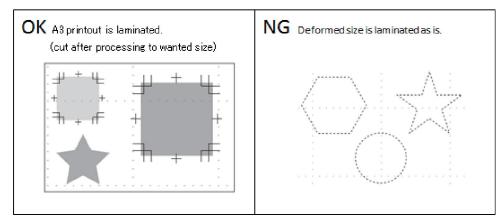


Paper size

Paper size	Width	Length	Vertical	Horizontal
11 x 17	11	17	х	
8.5 x 11	11	8.5	0	х
6.5 x 11	11	6.5	0	×

Paper thickness

Paper basis weight	Number possible to set	XThe thickness depends on the kinds of papers, so the left
20 lb. text	about 200 pcs	table is just for reference. Please confirm at your supplier or purchased store about the thickness of the paper.
100 cover	About 100 pcs	pulchased store about the thickness of the paper.



▲ Caution

- Deformed sizes such as triangle, circle and star shapes cannot be used, even if they are included in the above table.
- Papers with non-standard thickness may not be fed or several pages can be fed at once.
- •Results can also be affected by printing status such as toner and ink, the above table is only for reference.

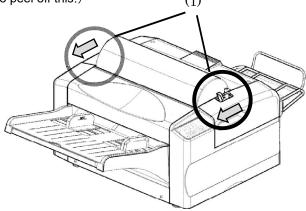
Setting and Processing of Laminate Film

Refer to the following to set the laminate film into the film cassette. Then insert the film cassette into the main body, and set the film to the main body.

Since it is dangerous nearby during film setting, turn the power OFF and cool the rollers for enough time, and then do the work.

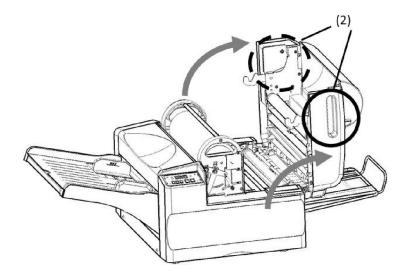
(1) Release of the pressure lever

Release both of the pressure lever (front and back side of the main body) first. Release direction is drawn as arrows. (When unpacked, since the pressure lever is not set, this work is not needed. But there are some parts stabled by tapes or the like, so peel off this.) (1)



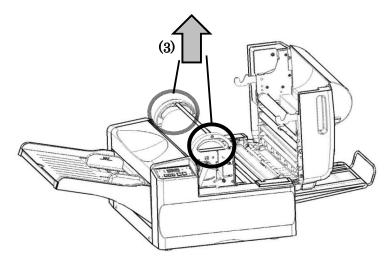
(2) Open of the upper unit of the main body

If you release the pressure lever, the lock to stable the upper and lower unit will be unlocked. Hold the **hand hooking portion** of the upper unit and open with the direction of the arrow. This hand hooking portion is also at the front and back side of the main body, so please open with both hands. (When unpacked, there is a cushion material between the upper unit and the film cassette, please remove it.)



(3) Taking out of the film cassette

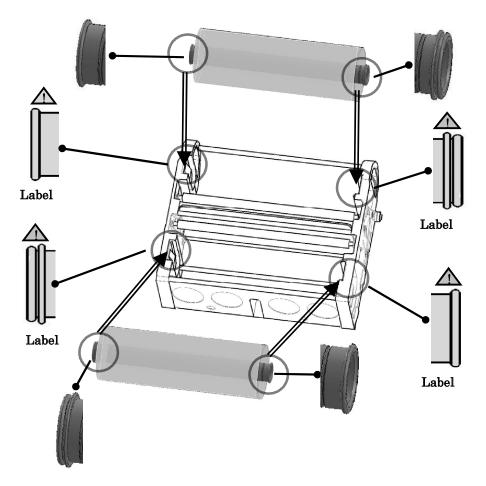
Hold the frame (the part circled on the picture) of both sides top of the film cassette, with both hands, and pull out to the direction of the arrow. At this time, do not lift the film cassette by holding the shaft on the upper part, otherwise the shaft will be deformed and will cause failure.



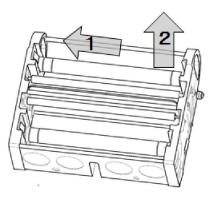
(4) Setting of the film into the film cassette

Put the removed film cassette on places such as tables. At that time, place the paper feeding side at the bottom and lay it down. (As shown in the figure below, put in the direction as affixed label is visible.)

Insert the film from above to the laid film cassette. Please be careful that the shape of both edge of the film is different. Join the shape of the label stuck on the film cassette and the shape of the both edge of the film.

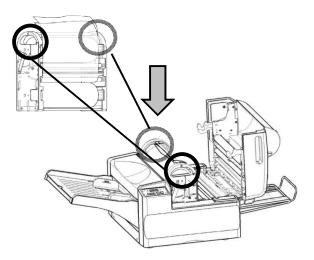


In order to change the film, you need to take off the old film shaft, first. This is because the remaining of the previous film and the film shaft is still set. To take off the upper one, shift the film shaft to the No.1 arrow direction, and pull it to the No.2 arrow direction when the right edge caught part of the film shaft is out. Remove in the same way as above for the lower film shaft



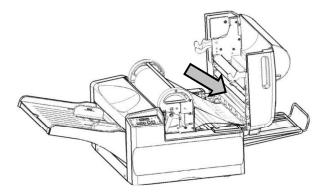
(5) Setting of the film cassette into the main body

Insert the film cassette (film already set) into the main body. At the time, draw out the edge of the film and place it above the film cassette.



(6) Setting of the film to the main body

Draw out the edge of the both top/bottom film (which is placed on the film cassette), pass it through between the top/bottom discharge rollers, and pull it to the outside of the main body. Please set it as about 200mm comes out of the main body.

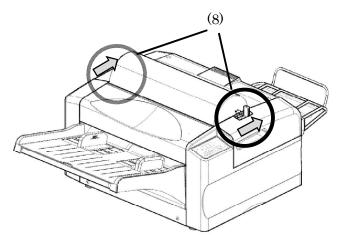


(7) Close of the upper unit of the main body

Close the upper unit of the main body. At that time, match the both edge of upper and lower film as exact as possible, and close. Please be careful that if the both edge of the films are not matching, it will influence to the finish of the lamination.

(8) Set the pressure lever

Set the pressure lever of the main body. Please hold the both front and back lever with both hands.

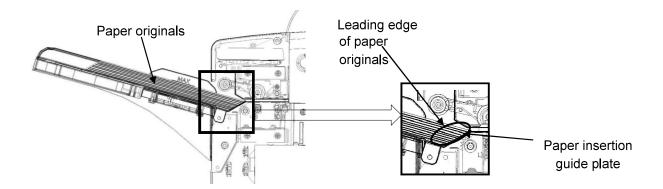


(9) Setting of the paper to be processed

Place the paper to be processed on top of the paper feeding tray. When putting a plural piece of paper, please arrange it neatly aligned, and place the edge exactly along the paper insertion guide.

When plural piece of papers are pressed against the paper feeding port, the paper will not be fed. Both edges of the paper should be put exactly without any gap between the paper guides, otherwise the paper will be fed obliquely, and so does the laminate processing.

In addition, do not set the paper above the MAX scale marked on the paper guide tray otherwise it will lead to poor paper feeding.



(10) Turn on the power and make detailed settings

Turn on the power, and operate any settings if needed. Number of papers laminated, processing temperature, and front/back margin can be set.

(11) Start of the lamination

When [READY] lamp turned on, press the [START] key and start the lamination.

After the lamination has been completed

Standby state

If you leave the machine for more than 30 minutes after the lamination has been completed, it will change to standby state. The temperature of laminating roller is controlled by 65°C in the standby state. Please press the start key to release the standby state. After the temperature has returned to the set temperature, lamination can be started.

Pressure release of laminating roller

After lamination processing is complete and when turning the power switch off, **pressure release of the laminate rollers are needed.** If the laminate rollers are left in the pressure added state for a long period, it may be damaged and a problem in lamination may occur.

To release the pressure of the laminate rollers, move the pressure lever in the releasing direction. Operate the 2 levers (which locates on each front/back of the main body), at the same time. For more information about the method of releasing pressure lever, refer to the section of the [(1) release of the pressure lever] of [Setting and Processing of laminate film].

Maintenance

This product is composed of various rollers, and they must be cleaned with use. Laminate can be maintained as desirable by cleaning the rollers.

Cleaning of the Pressure bonding rollers

Small amount of glue can leak out of the film section and attach to the roller during laminating process. If glue remains on the rollers, it can degenerate quality of laminating process or cause failure. *The rollers must be regularly cleaned.*

- 1 、 Open the upper unit and take off the film cassette.
- 2. Wipe the pressure bonding roller with a dry and soft cloth, or wipe the dirty part with ethanol for disinfection or alcohol. At the time, do not use the solvent-based thinner or benzene. The roller might deform or discolor.

Cleaning of the Other rollers

Other rollers are cleaned as identical to the pressure bonding rollers as paper scraps and dusts can attach to rollers.

- When performing a roller cleaning, be sure to turn off the power switch and unplug the power cord from the wall outlet.
- Just after the power switch is turned off, the pressure bonding rollers and the peripheral portion is hot. Carry out the cleaning work from down the temperature.
- Do not clean the rollers using hard objects like steel wool as they can damage rollers.
- Do not inflict force on rollers for long time.
- Do not clean rollers using thick paper, which is occasionally found in pack type laminators. Thick paper can block the device and cause damage or failure. Likewise, do not use thin paper to clean rollers.
 Paper can roll into rollers, causing failure.

Moving of the product

Attention to the following matters in the case of moving the product.

- When lifting the main body, do not lift by the hand hooking portion. The hand hooking portion has only strength for opening and closing the upper unit. When lifting the main body, lift it from the bottom plate of the main body
- Please do not move the machine while placed on the dedicated stand. The machine and the dedicated stand is not secured together, just the rubber feet of machine will be inserted in the top board hole of the table. When moving, take the main body down from a dedicated stand and move separately.

Troubleshooting for Failures

The following must be kept in mind while using this product.

Power does not turn on or machine does not work

- Insert outlet plug and check power switch
 Make sure that the outlet plug is correctly connected.
 Check whether power switch on the rear side is turned on.
 If the power cord is disconnected by scratch, contact the dealer.
 Heater or light projector is used nearby, or long drum (cord reel) is used
 When such products are used, use different power system.
 If a drum is used, separate the drum and connect this product.
 Abnormal sound is created
 When abnormal sound is created, the saw-tooth is damaged or screw is loosened.
 Contact the dealer.
 Setting temperature is not reached
 Check the display on the operation panel.
 If [READY] lamp blinks, wait until the lamp is turned on.
 The cover above the paper feeding tray is opened
 Please check whether the cover is completely closed
- Both front/back pressure lever is not set Please close the top unit, and set the pressure lever to its original place.

Machine malfunctions or power immediately turns off

• There is problem in electrical system. Contact the dealer.

Upper unit cannot be closed

• Film cassette is not set properly. Check whether the film cassette is set in the correct place.

Paper is not supplied or stopped

Trying to process the paper other than the specification.
 If paper is set higher than the paper guide on the paper plate, reduce the number of papers.

Processed material does not go in or come out

• Did you insert a paper that is too thick?

Thickness range of paper that can be process by this product is 20 lb text - 100 lb cover.

When a thicker paper is inserted, paper cannot be supplied and laminate process cannot be done cleanly, or the product can be damaged if worst. Do not process papers thicker than the regulated thickness. Also, do not insert hard materials such as metal or board materials.

• Is the film or paper rolled into a roller?

If the processed paper does not come out or is caught inside, it may have rolled into a roller. Immediately turn the power off to stop processing and open the upper unit to check. Do not try to remove the film using cutter or pull by force as the roller can be damaged by the cutter. Contact the dealer.

When the upper unit is opened after suspending the process, the pressure roller and the peripheral portion thereof has become very hot. Be careful about burning and injury.

Wrinkles form on the material or it shows bad adhesiveness

- Laminate film is not installed properly. Refer to this document for proper setting.
- The machine is installed on a slanted surface. Reinstall the machine on a flat surface.

Others

Product Specifications

Heading	Specification
Max. laminating width	11"
Laminating speed	240 sheets/hour
Setting temperature warm-up time	About 5 minutes
Film thickness/length	1.5, 3, 5 mil
Size of paper used	Standard: 8.5" x 11", 11" x 17": Minimum: 6 "x 11"
Basis weight of paper used	20 lb text - 100 lb cover
Power requirement	110v
Size (W×D×H)	27" x 20" x 14"
Weight	66 lbs.
Temperature environment of use	90 - 120° Preset: 100°
Option	Stand

※ Details in this document can be changed without notice to make improvements on the product.

Notes



