



MultiBind 450E Instruction Manual



Specifications

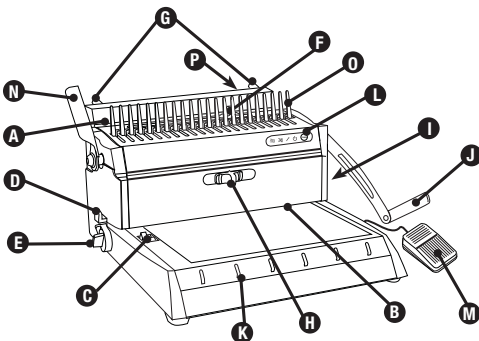
	GBC MultiBind 450E
Operation mode	electric
Max. binding size	A4 and extra large size
Hole pitch	14.2mm, US pitch 8.5mm, 3:1 pitch
Number of punch slots	21 / 34
Margin depth (2 mm - 6mm)	Variable (Comb only)
Punching paper (80gsm)	25 sheets (Comb) 20 sheets (Wire)
Punching PVC plastic foils (0.2mm)	max. 2
Max. comb diameter	51mm
Max. wire diameter	14mm
Binding capacity	450 sheets (Comb) 125 sheets (Wire)
Net weight	20kg
Dimensions WxDxH	460x440x225mm
Voltage	220-240V 50Hz AC

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 and retain these instructions for future reference.

Location of controls

- | | |
|--|--------------------------------|
| A Wire binding channel | J Wire closing handle |
| B Punching slot | K Wire holder |
| C Paper stop | L Electric punch button |
| D Margin adjuster | M Punching pedal |
| E Extended punch guide | N Comb opening handle |
| F Wire size selector | O Comb opening teeth |
| G Wire size adjuster | P On/Off switch |
| H Punch pattern slider | |
| I Clippings tray (located at side of machine) | |



Safety instructions



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

- Use the machine only for its intended purposes.
- Ensure that the machine is operated on a flat stable surface.
- To avoid overloading your machine, please refer to the maximum punch guide located on the front of your machine before punching.
- DO NOT punch metallic objects such as staples or paper clips.
- Please empty the waste tray regularly.
- Lift the machine from the bottom, not the cover or the handle.
- To avoid risk of injury DO NOT put your fingers into the wire binding channel.

Safety tips




- The machine must be connected to a supply voltage corresponding to the electrical rating of the machine as indicated on the rating label or in this manual.
- DO NOT use the machine if the power cord (mains cable) is damaged.
- DO NOT place the power cord where it may be tripped over or pulled. Ensure it does not come into contact with hot surfaces such as pipes or radiators. Make sure the cable is not squashed or pinched.
- DO NOT overload electrical outlets beyond their capacity as this can result in fire or electrical shock.
- The machine is intended for indoor use only.
- DO NOT operate if the product has been exposed to rain or water.
- DO NOT attempt to disassemble the binder. Always consult a qualified person.

Setting up

- Set the machine up on a flat stable surface.
- Attach the handle to right side of machine and thread the screw into the hole at the end of the square shaft.
- Connect the power cord and foot pedal cable to their respective inlet socket located at the rear of the binder.
- Switch ON the machine using the ON/OFF switch located at the rear of the binder. The power indicator (⏻) will illuminate on the control panel.
- The binder is ready for operation.

NOTE: The punching mechanism is coated with a protective film of lubricant, which will mark your paper. Clear this by punching scrap sheets of paper until clean prior to binding.

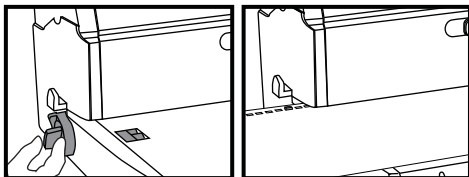
Operation/Punch paper

- Place entire document (including any cover sheets you have chosen) on the paper thickness and spine size guide. Read off the required binding element (Wire / Comb) and spine size (mm) on the scale.
- Set the punch pattern slider (Wire → ● ← Comb) located at the centre front of machine.
- Set the margin adjuster (2mm – 6mm) located at the left side of machine. This feature is for Comb punching only, ideal for thicker documents that require wider margins for easy page turning and more secure binding.
- Rotate the paper stop (A4 / A5 / Letter) to the document size you wish to bind.
- Jog or align sheets into the punch throat, make sure they are flush into the machine and against the paper stop.
- Hold the document in position and press the punch button () located on the right panel of the machine or step on the foot pedal to punch. Repeat the process until the entire document is punched.

IMPORTANT: If punching PVC covers, insert no more than 2 covers at a time, as this material could cause jams or excessive wear if punched in large quantities. It is recommended to punch 2 PVC covers along with 1 sheet of normal paper. This produces better quality holes.

Punching oversize document

- Set the paper stop flush along the punching table.
- Rotate the extended punch guide to select punch pattern pin.
- Align the partial punched oversize paper over punch pattern pin and into the punch throat before completing the punch.



Guarantee

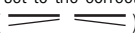
ACCO Brands (ACCO) warrants its products and their parts against defects in materials and workmanship under normal use for a period of 12 months from the original date of purchase. During this period, ACCO will, at its discretion, in accordance with law, either repair the machine using new or refurbished parts, or replace the machine with a new or refurbished machine that is equivalent to the machine being replaced. The warranty applies only to defects in materials and workmanship under normal use and does not extend to damage to the product or parts resulting from:-

- alteration, repair, modification or service carried out by anyone other than an authorised ACCO service centre.
- accident, neglect, abuse or misuse owing to failure to comply with the normal operating procedures of the product.

Wire binding

- Place the wire binding element (open side up) on the wire holder.
- Load punched paper stack onto the wire binding element.
BINDING TIPS: Load the internal sheets onto the wire first, followed by the front PVC/PP cover and the rear cover.
- Set the wire size selector located at the centre top of machine according to the wire binding element used.
- Carefully remove the document with the inserted wire binding element from the wire holder.
- Place the document into the wire binding channel (wire binding element opening face down).
- Support the document with your left hand and slowly pull down the wire closing handle with right hand until it stops. Return handle to its original vertical position.

CAUTION: Take care to ensure your fingers do not get caught in the binding channel during the binding process (danger of crushing finger)

NOTE: If the wire binding element does not close properly, check that the wire size selector has been set to the correct wire size. Else, tune the wire size adjuster () located at the back side of machine. This feature is for refining wire closing result. Turning the knob counter clockwise reduces the opening and clockwise enlarges the opening.

Comb binding

- Place the comb binding element open side up (facing you) on the comb opening teeth.
- Pull down the comb opening handle slowly until the comb binding element opens sufficiently to insert your document.
- Load punched paper stack onto the comb binding element.
BINDING TIPS: Load the rear cover onto the open comb first, followed by the internal sheets and front cover.
- Push back the comb opening handle (away from you), to its original position to close the binding element.
- Remove the book by lifting upward. Your document is now bound.



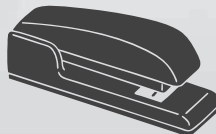
GBC Laminating / Plastifieuses / Laminiergeräte



Rexel Shredding / Destructeurs / Aktenvernichter



GBC Binding / Perforelieuses / Bindegeräte



Rexel Stapling / Agrafage / Heftgeräte