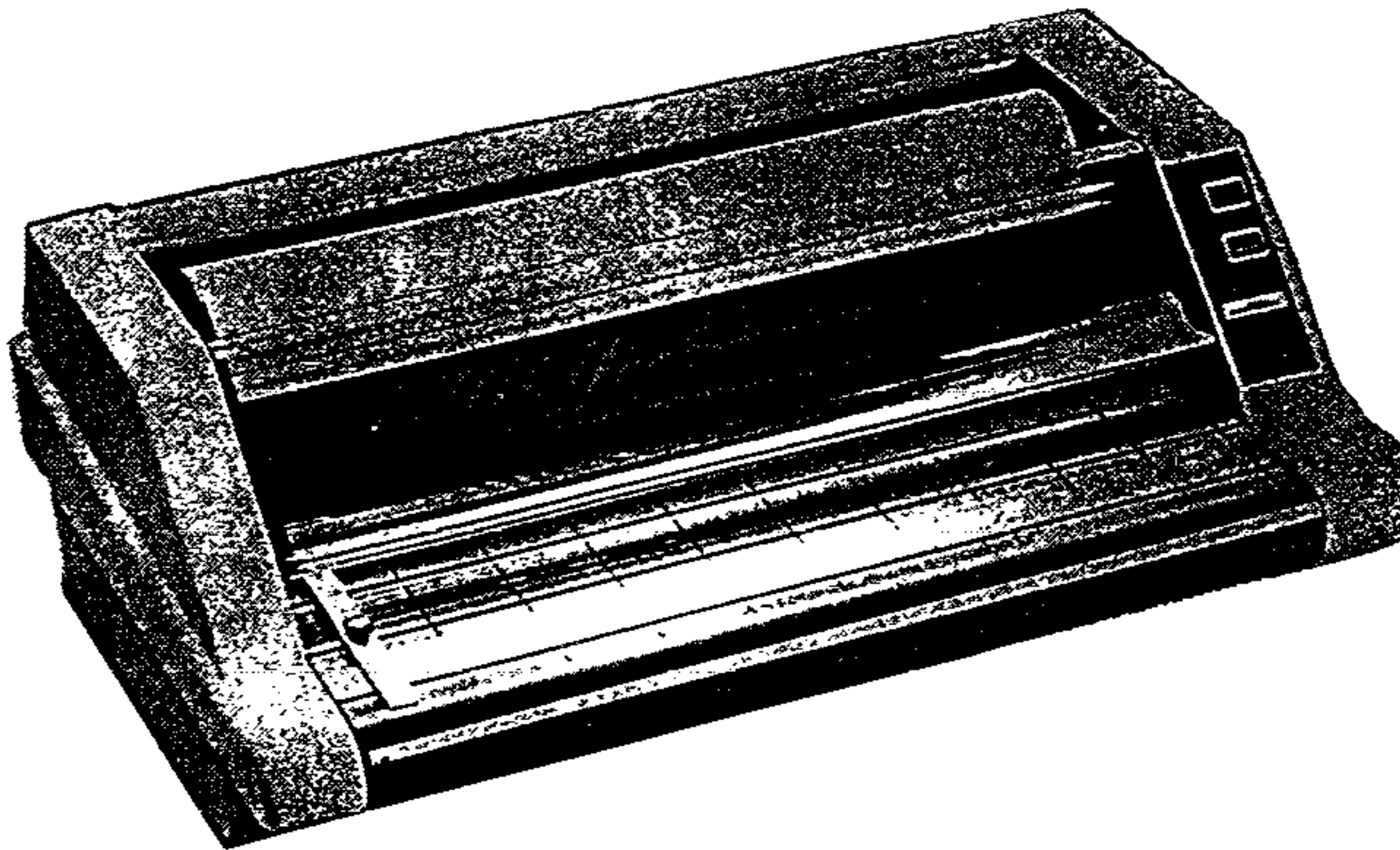


GBC4250 Laminator



FILM TENSION ADJUSTMENT

The GBC4250 laminator is pre-set to the proper film tension for 1.5 mil film. Tension adjustment may be required, though, if you use heavier gauge 3 mil film or if the top and bottom roll tension becomes out of balance over time.

Too little film tension causes wrinkles in the finished laminated item, while too much tension causes film to stretch. Tension should be equal between the top and bottom film supply rolls. Unequal tension between them causes the finished laminated item to curl. Upward curl indicates greater tension on the top roll, and downward curl indicates greater tension on the bottom roll. **PROPER TENSION IS THE MINIMUM AMOUNT REQUIRED TO ELIMINATE WRINKLES IN THE FINISHED LAMINATED ITEM.**

To adjust film tension:

1. Face the front of the laminator, and insert the short end of the Allen wrench (supplied with the laminator) into either the top or bottom film tension slot (see figures 11A & 11B).
2. While firmly holding the Allen wrench in place with one hand, rotate the top of the film supply roll toward you to decrease tension and away from you to increase tension.
3. Run some test samples through the laminator to check whether film tension is correct.

FOR THE GBC4250 LAMINATOR

