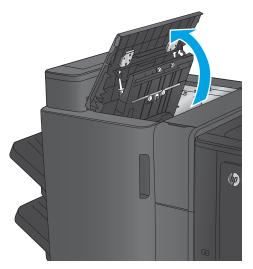


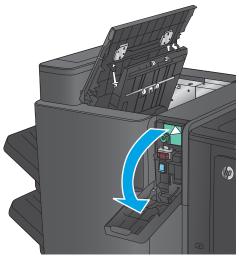
Clear top left door jams in the booklet maker

1. Open the top left door.

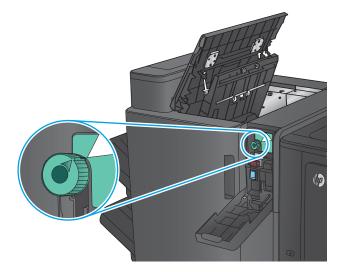


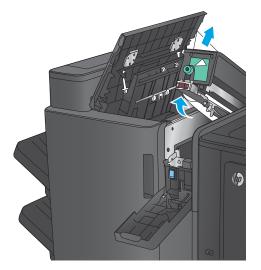


2. Hole punch models only: Open the hole-punch door.



**3.** Hole punch models only: Turn the knob to align the arrows.





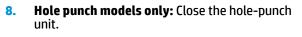
4. Hole punch models only: Lift the hole-punch unit.

5. Hole punch models only: If paper is jammed in the bottom of the hole-punch unit, carefully remove it.

**NOTE:** Do not close the hole-punch unit yet.

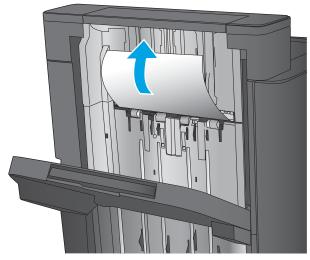
6. Lift the jam access cover for the output slot, and gently remove any jammed paper.

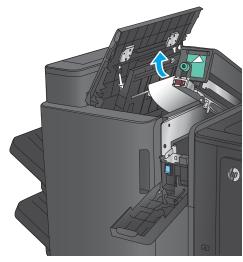
7. Remove all paper from the top left door area.

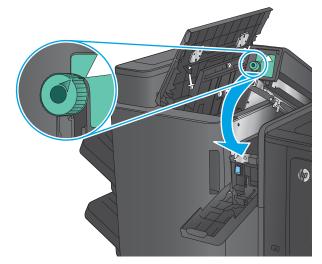


**NOTE:** Ensure the arrows on the hole punch are positioned as shown in the graphic.

3







**9. Hole punch models only:** Close the hole-punch door.

**10.** Close the top left door.

