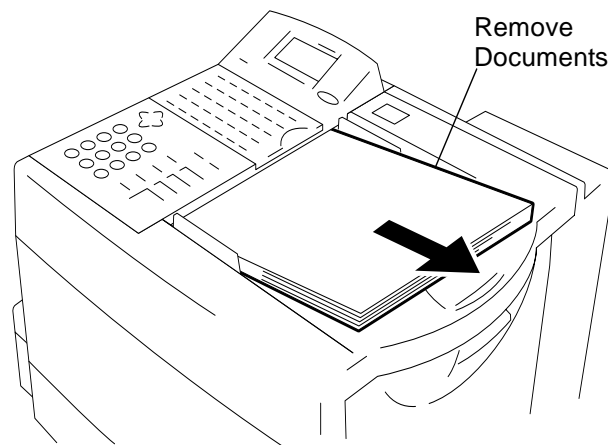## Paper Jam

If a paper jam occurs during a reception or copying operation, the message "PAPER JAM" is displayed. If this occurs, follow the procedure below.

If a paper jam occurs during a reception, the received documents are automatically stored in memory. Once the paper jam is corrected, the machine automatically prints the contents that were in memory.

See Chapter 3, "Loading Documents" for document specifications and recommendations which can help avoid paper jams.

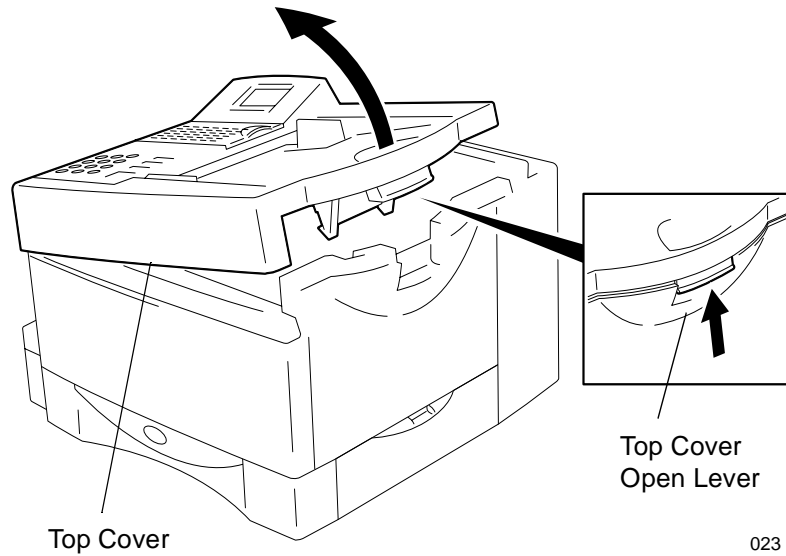> *Note:* *The power can be left ON when clearing a paper jam.*

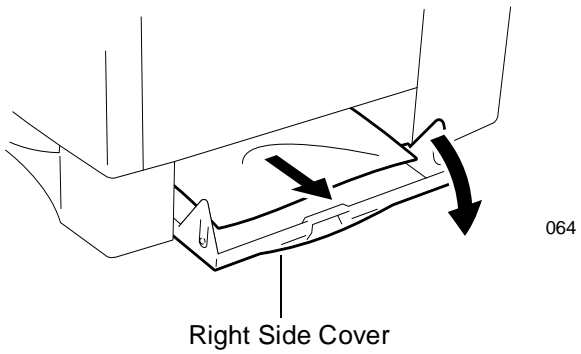1. Remove any documents from the Document Tray.

Remove Documents

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2. Grasp the Top Cover Open Lever to open the Top Cover.

Top Cover
Open Lever

Top Cover   023

3. Open the Right Side Cover and remove any jammed paper.
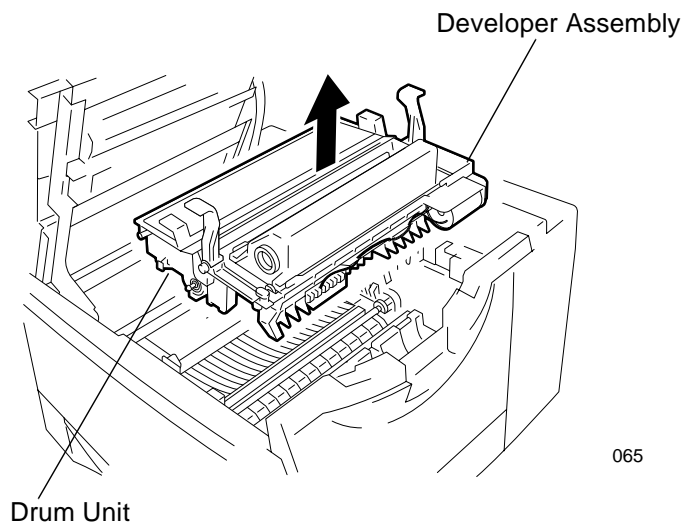
064

Right Side Cover

❶ CAUTION

Always hold the Developer Assembly by the green handles. Do not expose the green drum to light for more than 3 minutes. Never expose it to direct sunlight or touch the green drum. Damage or poor print quality may result.
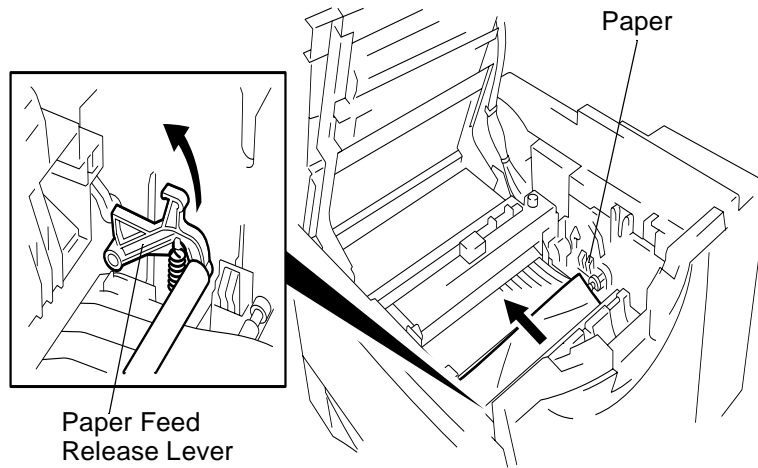
4. Remove the Developer Assembly with the Drum Unit.

Developer Assembly

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Drum Unit

5. Pull up on the green Paper Feed Release Lever and remove jammed paper. Avoid tearing the paper.
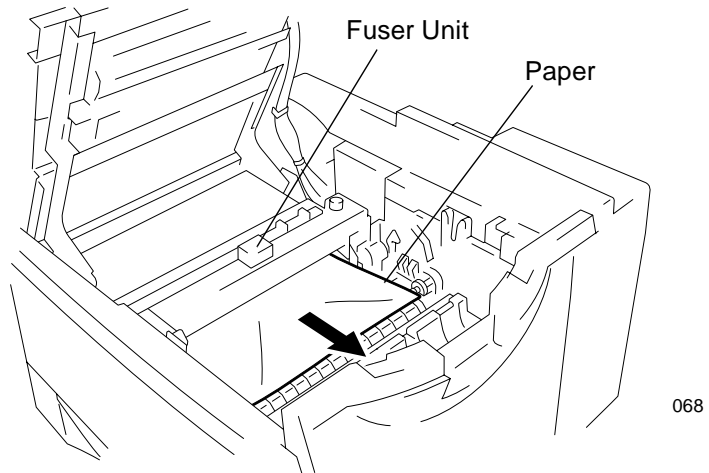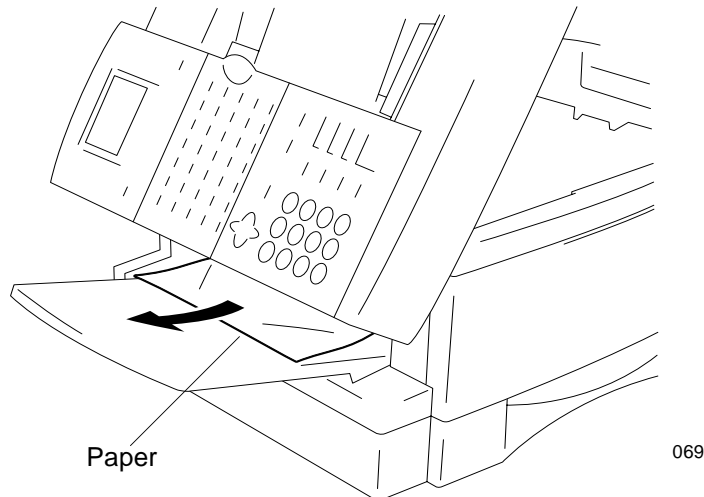

Paper

Paper Feed
Release Lever

⚠️ **WARNING**

The black colored fuser housing may be hot if the machine was in use prior to this servicing.

6. If the paper is jammed partway through the Fuser Unit (black colored housing), remove the jammed paper in the direction of the arrow. Avoid tearing the paper.

Fuser Unit

Paper

068

Paper

069

7. Install the Developer Assembly with the Drum Unit. Place it in the machine, press firmly on the green squares on the Drum Unit until the Drum Unit clicks into place.

8. Close the Right Side Cover, then close the Top Cover.

9. Press down on the Top Cover until a "click" is heard to ensure the latches engage.

Top Cover

070

Right Side Cover