

XC 800, XC1000, XC1200 Series

User Guide

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FCC Compliance in the USA

WARNING: This equipment has been tested and found to comply with the limits for a Class B digital device pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment into an outlet on a different circuit than the receiver.
- Consult the dealer or an experienced radio/TV technician for help.

EME Compliance in Canada

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment regulations.

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Introduction

Congratulations on acquiring your new Xerox Copier. The features, ease of operation, and reliability of the copier allow you to concentrate on your business and leave the copying to your copier and Team Xerox experts.

Supplies

To order supplies for your copier, call or visit your local retailer. If your store does not stock these items, you may call the following number.

In the United States and Canada:

Xerox SupplyNet toll free at: **1 – 800 – 822 – 2200**

Toner Cartridge: 6R881

Copy Cartridge: 13R544

Information

To get answers for any other questions you might have regarding your copier, to register your warranty by phone, or for assistance with the installation of your copier you may call:

1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)

Service

A Customer Service Support Representative will assist you in keeping your copier operational and, if required, will arrange for service. Call our experts at:

1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)

The following information will be needed when you call Xerox:

Machine Type: **XC** _____

Machine serial number: _____

(Located on the back cover of the copier to the right of the power supply.)

Visit the Xerox Web site at: <http://www.xerox.com/soho.html>

Safety Notes

Your copier and supplies have been designed and tested to meet strict safety requirements. These include safety agency examination and approval, and compliance to established environmental standards. Please read the following instructions carefully before operating the copier and refer to them as needed to ensure the continued safe operation of your copier.

Follow all warnings and instructions marked on or supplied with the product.

Symbology:  = High Voltage,  = Heated Surface.

Unplug this copier from the wall outlet before cleaning. Always use materials specifically designated for this copier. Use of other materials may result in poor performance and could create a hazardous situation.

Do not use aerosol cleaners. Follow the instructions in this User Guide for proper cleaning methods.

Never use supplies or cleaning materials for purposes other than what they were intended. Keep all supplies and materials out of reach of children.

Do not use this copier near water, wet locations, or outdoors.

Do not place this copier on an unstable cart, stand, or table. The copier may fall, causing personal injury or serious damage to the copier.

This product is equipped with a 3-wire grounding type plug (e.g., a plug having a third grounding pin). This plug will fit only into a grounding-type power outlet. This is a safety feature. To avoid risk of electric shock, contact your electrician to replace the receptacle if you are unable to insert the plug into the outlet. Never use a grounding adapter plug to connect the copier to a power source receptacle that lacks a ground connection terminal.

This copier should be operated from the type of power source indicated on the marking label. If you are not sure of the type of power available, consult your local power company.

Do not allow anything to rest on the power cord. Do not locate the copier where persons will step on the cord.

The power supply cord is the disconnect device for this equipment. Insure that installation is near the outlet and is easily accessible.

Safety Notes

Your machine is equipped with an energy saving device to conserve power when the machine is not in use. The machine may be left on continuously.

Slots and Openings in the cabinet and in the back and sides of the copier are provided for ventilation. To ensure reliable operation of the copier and to protect it from overheating, these openings must not be blocked or covered. The copier should never be located near or over a radiator or heat register. This copier should not be placed in a built-in installation unless proper ventilation is provided.

Never push objects of any kind into the slots of the copier as they may touch dangerous voltage points or short out parts which could result in a fire or electric shock.

Never spill liquid of any kind on the copier.

Never remove covers or guards that require a tool for removal. There are no casual operator serviceable areas within these covers.

Never defeat interlock switches. Machines are designed to restrict operator access to unsafe areas. Covers, guards, and interlock switches are provided to ensure that the machine will not operate with covers opened.

Use of an extension cord with this copier is not recommended or authorized. Users should check building codes and insurance requirements if an extension cord is to be used. Ensure that the total ampere ratings of the products plugged into the extension cord do not exceed the extension cord ampere rating. Also, make sure that the total amperage of all products plugged into the wall outlet does not exceed the outlet rating.

Avoid direct viewing of the document lights. The lamps are bright and, while not harmful, they may cause an annoying afterimage. Always keep the document cover closed during operation and storage.

Avoid exposing the drum cartridge to light for extended periods of time.

Do not touch the red photoreceptor. Scratches or smudges that appear on the photoreceptor will result in poor copy quality and may shorten the service life.

Safety Notes

Do not put your hands into the fuser area, located just inside the exit tray area, as you may be burned.

Ozone: This product produces ozone during normal operation. The ozone produced is dependent on copy volume and is heavier than air. Providing the correct environmental parameter, as specified in the Xerox installation procedures, ensure that concentration levels meet safe limits.

If you need additional safety information concerning the copier or Xerox supplied materials, you may call the following toll-free number.

In the United States or Canada: **1 – 800 – 828 – 6571**

How to obtain a French or Spanish User Guide

Au Canada et aux États-Unis, pour obtenir la version française du présent guide d'utilisation, veuillez composer:

1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)

À l'extérieur des États-Unis et du Canada, veuillez communiquer avec votre représentant Xerox.

Para obtener la versión en español dentro de los Estados Unidos y Canadá llame al:

1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)

Fuera de los Estados Unidos y Canadá llame a su representante local de Xerox.

Copier Equipment Listing

Copier Number	Paper Tray Capacity	Paper Tray Bypass	Alternate Paper Tray	Book Mode	Set Document Feeder
XC810	100 sheets	—	multi-sheet	no	no
XC820	100 sheets	single sheet	—	no	no
XC830	100 sheets	single sheet	—	yes	no
XC865	100 sheets	single sheet	—	yes	yes
XC1020	250 sheets	single sheet	—	no	no
XC1040	250 sheets	—	multi-sheet	yes	no
XC1044	250 sheets	single sheet	—	yes	yes
XC1045	250 sheets	—	multi-sheet	yes	yes
XC1250	2×250 sheets	single sheet	—	yes	no
XC1255	2×250 sheets	single sheet	—	yes	yes

Helpful Hints

Care of your copier

- Do not place heavy objects on any surface of the copier.
- Take care not to place liquids on or near the copier.
- Avoid placing clips or staples on any copier surface.

Maintenance

- Clean the Document Glass daily and as required.
- Do not apply cleaning liquids or sprays directly to the copier; apply to the cloth first.
- Store copy paper in a dry area, on a flat surface, and in a closed cabinet.
- Wrap partially-used reams of paper tightly.

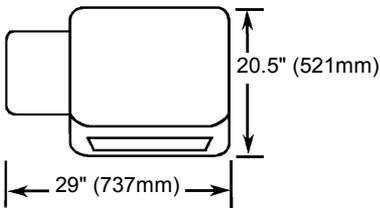
Copier location

For reliable copier operation and copy quality, Xerox recommends:

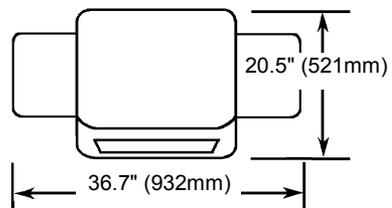
- Place your copier in a well-ventilated room.
- Recommended environment:
 - Temperature: 50° to 90°F / 10° to 32°C.
 - Humidity: 20% to 85%.
- Place the copier on a flat, level surface.
- Avoid locations that subject the copier to:
 - Direct sunlight.
 - Extreme changes in temperature or humidity.

After selecting a location that meets the conditions listed above, ensure that there is sufficient space around the copier.

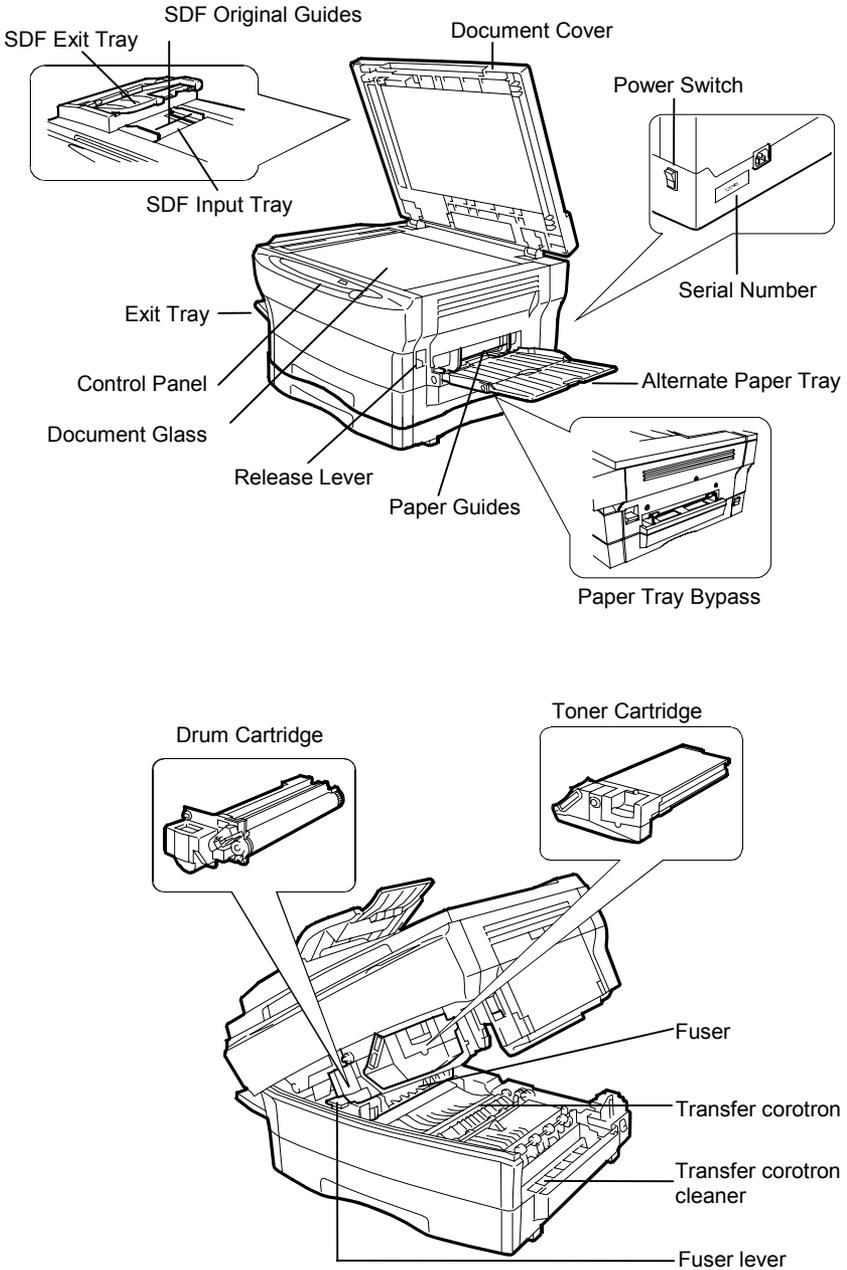
XC820/830/865/1020/1044/1250/1255



XC810/1040/1045 copiers



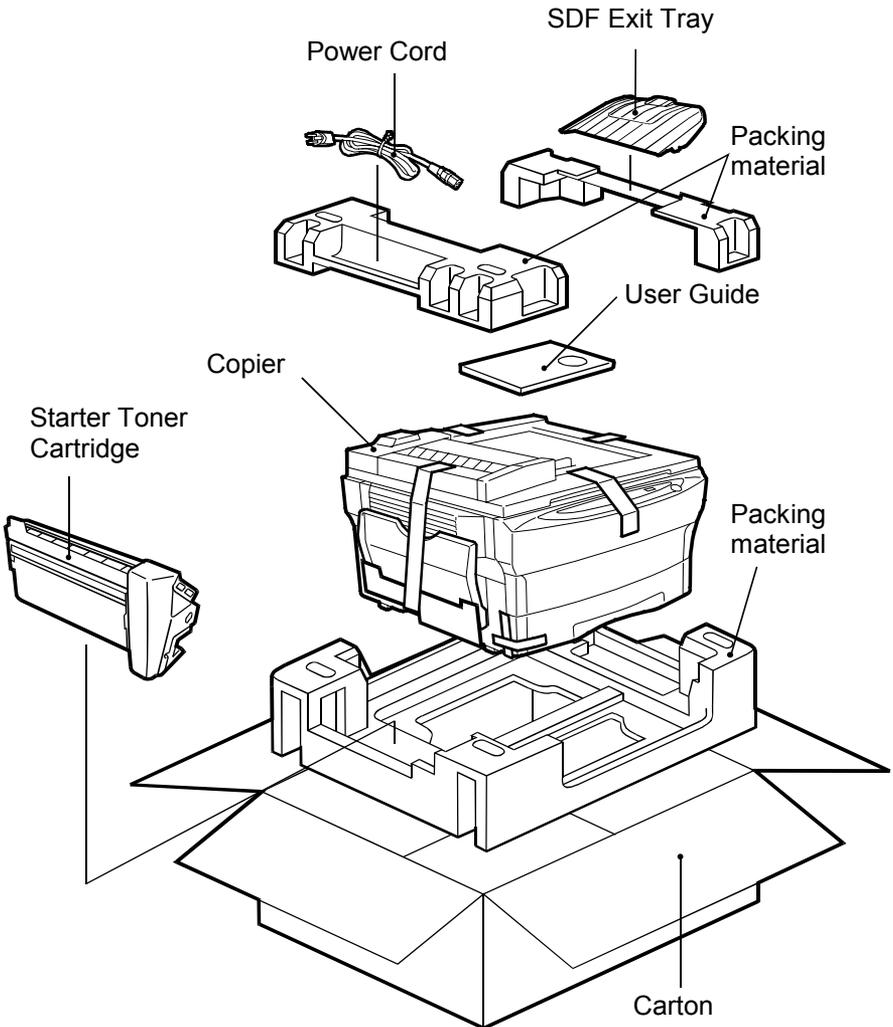
Getting to Know Your Copier



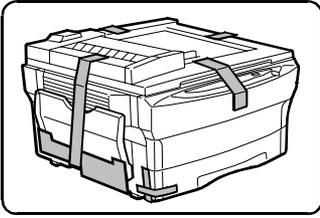
Installation

As you unpack the copier, familiarize yourself with its contents. After the copier is installed, and the Ready Indicator is lit, the copier is ready to make copies.

IMPORTANT: Save the carton and packing materials. They should be used to repack the copier if it has to be shipped for servicing or in case you move.



Installation

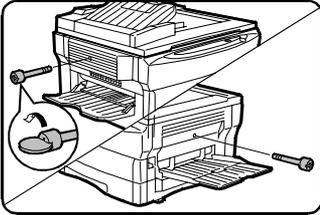


1. Remove the copier from the bag.
2. Hold the exit tray (left side) in position while you remove the tape. Remove the cardboard from under the exit tray. Lower the exit tray.

CAUTION: If the exit tray is not fully opened during copying, a paper misfeed or improper fusing may occur.

Step 3 for XC810/ XC1040/ XC1045 copiers only

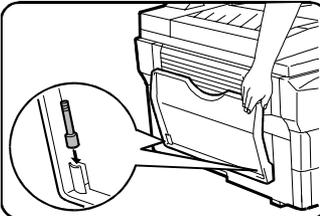
3. Remove the tape from alternate paper tray on the right side of the copier. Lower and unfold the tray.
4. Remove all remaining pieces of tape from the copier.



1. Remove the protective material **and** the shipping pins from the right and left sides of the copier.

Note: A coin, or other suitable object, may be inserted into the screw slot.

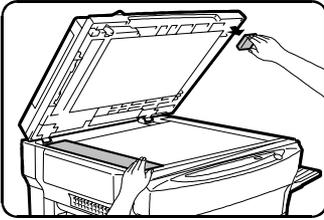
CAUTION: The copier will malfunction if the two shipping pins are not removed.



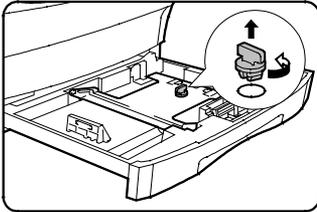
6. Store the shipping pins with their heads down in the holders on the underside of the exit tray.

Note: Save the shipping pins. They will be needed if the copier has to be shipped for service or moved.

Installation



7. Open the document cover and remove the packing material.

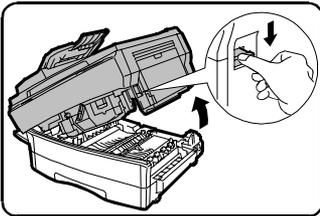


13. Lift and pull open the paper tray. Turn and remove the pressure plate lock.

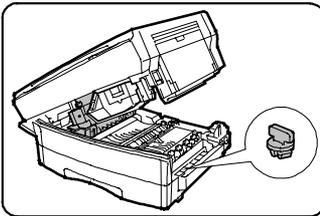
CAUTION: Paper will misfeed if the pressure plate lock is not removed.

For the XC1250 and XC1255 copiers only

Note: Be sure to remove the pressure plate lock from both paper trays.



9. Press the release lever to open the copier.



14. Store the pressure plate lock in the location shown.

Note: Save the pressure plate lock. It will be needed if the copier has to be shipped for servicing or moved.

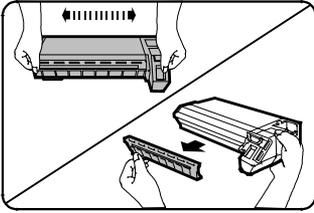
11. Load copy paper into the tray.

- Refer to the **Loading Copy Paper** section for additional information.
- Do not fill above the max line.

12. Push the paper tray firmly back into the copier.

(continued)

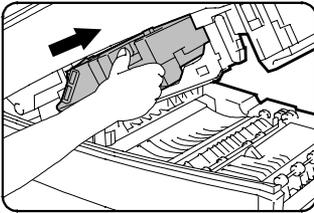
Installation



13. Remove the starter toner cartridge from the bag. Vigorously shake the cartridge to loosen the toner.

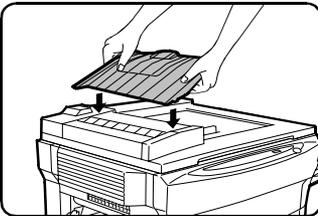
- Thoroughly shaking the cartridge will assure maximum copies per cartridge.
- Xerox has included a Starter Toner Cartridge for your convenience. Purchased replacement toner cartridges will yield approximately twice the number of copies.

14. Remove the toner cartridge cover.



10. Slide the toner cartridge into the copier until it locks into place.

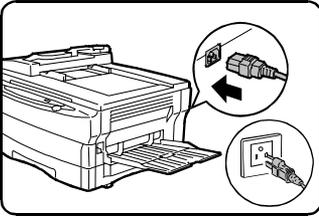
11. Close the copier by gently pushing down the upper half.



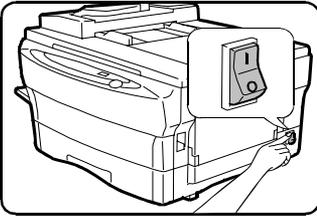
Step 17 for XC865/ XC1044/ XC1045/ XC1255 copiers only

17. Inset the front tab of the SDF exit tray into the front notch. Slide the tray to the front, and then insert the rear tabs into the rear notches.

Installation



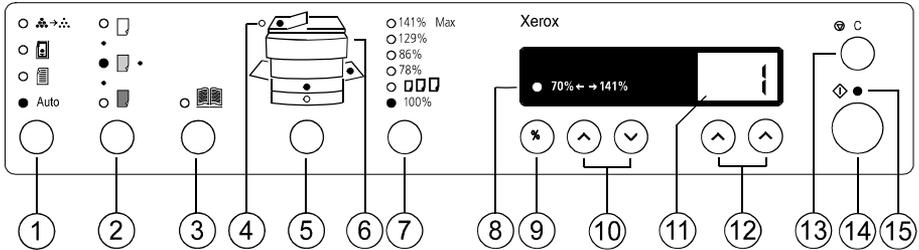
18. Plug the power cord into the copier and then into a grounded outlet.



1. Turn on the power switch. In approximately two seconds the ready indicator will light. Copying is now possible.

Note: Save the carton and packing materials. They should be used to repack the copier if it has to be shipped for servicing or moved.

Control Panel



The control panel has keys and lights that are used to control and display the conditions of the copier.

1. **Exposure Mode:** The exposure mode is used to adjust the amount of background that will be copied. Select the best exposure mode for your job.

Auto contrast – for originals with a colored background.

Text – for originals that contain mainly text.

Photo – for copying photographs.

Toner Save – lowers the cost of copying by decreasing the overall copy density. The copy quality is reduced, but it is still very readable for proofs and rough drafts.

2. **Copy Contrast:** Press the contrast keys to lighten or darken copies while in the Text, Photo, or Toner Save settings.
 - The copy Lighter/Darker feature is unavailable when Auto contrast is selected.
 - There are 5 contrast settings represented by 3 indicator lights. The indicators light up one or two at a time to represent the selected setting. Successive pushes of the keys will change the indicator lights in successive order. Darkest, normal and lightest settings are depicted by one light. When 2 indicators are lit, the copy contrast will be mid point between the darker setting and the lighter setting.
3. **Book Mode (XC830/ XC865/ XC1040/ XC1044/ XC1045/ XC1250/ XC1255):** Select book mode when you want to make copies from a bound document.
4. **SDF Misfeed Indicator:** This indicator will light when a misfeed occurs in the SDF.

Control Panel

5. **Paper Supply Selection (XC810/ XC1040/ XC1045/ XC1250/ XC1255):**
Press to change the selected paper supply. The selected paper supply location will be indicated by a green light on the copier diagram.
 6. **Copier Diagram:** Helps you locate areas that require your attention. The indicators will flash in the area requiring attention.
 7. **Preset Reduction/Enlargement:** Press this key to select any of the preset reductions or enlargements.
 - The (customer settable) percentage has been set at the factory for 70%. Refer to **Customizing Your Copier** for information about changing this percentage.
 8. **Variable Percentage Indicator:** The indicator will light when a variable percentage is selected.
 9. **%:** Press this key to display the selected reduction/enlargement.
 10. **Variable Percentage:** Press the **down** key to **decrease** the percentage. Press the **up** key to **increase** the percentage. Any percentage from 70% to 141% may be selected.
 - The indicator above the % key will light when a variable percentage is selected.
 11. **Display Window:** Copy quantity, reduction/enlargement settings, and status codes appear in this area.
 12. **Quantity Keys:** Select up to 100 copies. Press the ones key (right key) to increase the quantity by one. Press the tens key (left key) to increase the quantity by 10.
 - To display the number of copies requested during the copy run press the tens key.
 - Press the Clear key to clear the selected quantity.
 13. **Clear/Stop:** Press this key to stop the copier while making copies or to clear copy quantity. If the key is pressed consecutively, all programming will be cleared.
 14. **Start:** Press this key to begin copying.
 - The display will change to 1 and increases by 1 as each copy is made.
 15. **Ready Indicator:** When the light is ON (not flashing), the copier is ready to make copies. When the light is flashing after the Start key is pressed, the copier is warming up and the copy cycle will begin automatically.
-

Power Reduction / Auto Clear

Power Reduction Modes automatically reduce power consumed by the copier when the copier has not been used for a set period of time. There are two modes of power reduction; **Power Save**, and **Power Shut-off**.

Power Save Mode – In this mode, the fuser is maintained at a lower heat level, thereby saving power. The Ready Indicator will flash and the other indicators will remain on. To copy from the Power Save mode select the desired features and press Start. The copies will be made automatically.

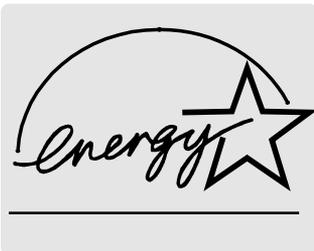
Power Shut-Off Mode – This mode saves more power than the Power Save Mode, but requires more time before copying can begin. When the copier enters the power shut-off mode the Ready Indicator will flash and the other indicators will turn off. To copy from the power shut-off mode, press the Start button, then, select the desired features and press Start again. The copies will be made automatically.

Auto Clear – This copier is enabled at the factory to return to the Normal Copy Mode approximately one minute after a job is completed. Unless otherwise programmed, the Normal copy Mode settings are as follows:

- Copy Quality – Auto
- Copy lighter/darker – Normal
- Priority Tray – Tray 1
- Priority Magnification – 100%
- Quantity Selected – 1

Note: Time periods for the Power Shut-Off, Power Save, and Auto Clear modes can be modified to meet your specific copying needs. Refer to **Customizing Your Copier** section of this User Guide for information about changing these settings.

Energy Star



Your Xerox copier has been designed to comply with the guidelines of the Energy Star program of the Environmental Protection Agency. This is undertaken by Xerox Corporation with the aim of saving energy through the better management of machine power. This feature automatically reduces power used by the copier after a specific time period of non-use. If the copier is in one of the Power Reduction modes and you want to make copies, press Start.

Copy Paper Specifications

Paper Storage

Note: Paper affected by humidity, and curled paper can cause jams and copy quality problems.

For reliable copier operation and good copy quality, Xerox recommends that paper be stored:

- on a flat surface.
- in a closed container.
- in a low humidity area.
- tightly wrapped, if the ream is partially used.

The Specifications Chart below gives you information about the types of paper that can be used at each of the copy paper input areas.

Copy Paper Input	Paper Tray 1 and Paper Tray 2	Alternate Paper Tray/ Paper Tray Bypass
Paper Sizes	5.5×8.5" to 8.5×14" / A5 to 216×356mm	3.5×5.5" to 8.5×14" / A6 to 216×356mm
Paper Weights		
Optimum	20 lb / 80 gsm	20 lb / 80 gsm
Range	15 – 24 lb / 56 – 90 gsm	14 – 34 lb / 52 – 130 gsm
Paper Capacities		
Copy, letterhead, and predrilled	20 lb / 80 gsm	20 lb / 80 gsm
XC820/XC830/XC865	100 sheets	single sheet
XC810	100 sheets	50 sheets
XC1020/ XC1044	250 sheets	single sheet
XC1040/ XC1045	250 sheets	50 sheets
XC1250/ XC1255	2×250 sheets	single sheet
Labels and Transparencies *	No	Yes (1 at a time)

* Use labels and transparencies specifically designed for copiers (high temperatures).

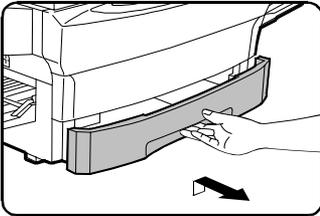
P Loading Copy Paper

P will flash in the copy quantity display and the green indicator in the copier diagram will flash when:

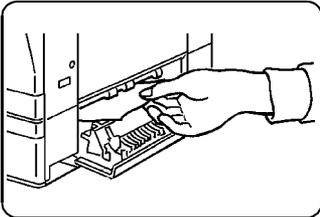
- a paper tray is empty.
- paper has **not** fed all the way into the copier.
- a paper tray is not closed properly.

If the paper has misfed, open the paper tray indicated by the flashing green light on the copier diagram and remove the misfed paper.

- Do not reuse the misfed paper.
- Ensure that the paper is under the corner snubbers.
- Close the paper tray. Press **Start** to make the remaining copies.



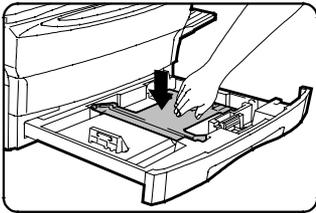
1. Lift and pull open the paper tray.



Steps 3 and 4 for XC1250/ XC1255 copiers only

If paper is difficult to remove...

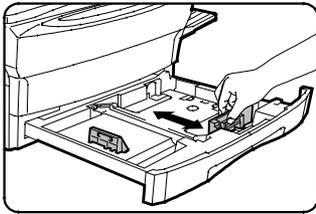
2. Open the right access door.
3. Remove any misfed paper. Close the right access door.



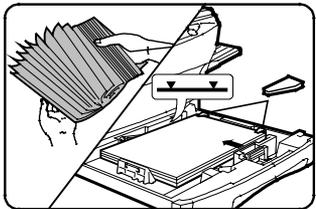
1. Push down on the shiny plate until it locks in position.

Note: The procedures for loading paper into tray 1 and tray 2 are identical.

P Loading Copy Paper



5. Adjust the paper guides to the desired paper size.
 - Squeeze the side guide.
 - Lift and insert the rear guide.
 - When adding 14" paper, remove the rear guide and store it in the pocket in front of the side guide.

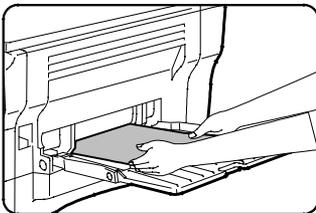


4. Fan the copy paper and insert it into the tray.
 - Ensure that the paper corners are under the corner snubbers.
 - Do not fill above the max fill line.
5. Close the Paper Tray.
6. To cancel the blinking **P** without restarting copying, press the Clear button, or press Start to continue copying.

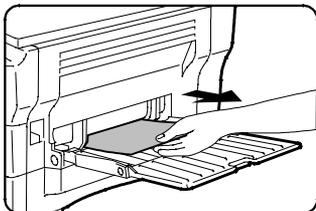
Flashing P

When the Alternate Paper Tray runs out of paper, or the paper misfeeds, the **P** will flash in the display and the green indicator in the copier diagram will flash.

Alternate Paper Tray (XC810/ XC1040/ XC1045)

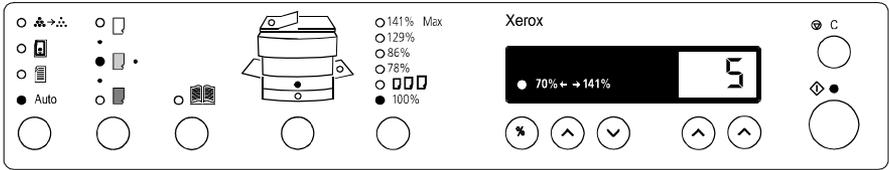


1. Add paper if the Alternate Paper Tray is empty.

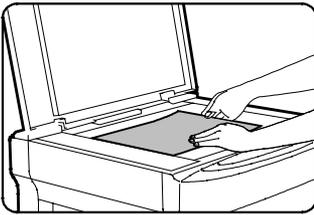


1. If paper has misfed, remove it by carefully pulling the edge of the paper in direction of the arrow.
2. Press Start to continue copying.

Making Copies on the Document Glass

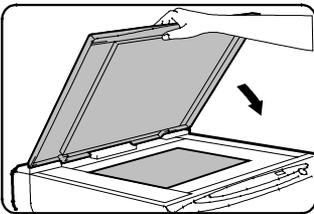


1. Select the desired copy features from the control panel.
2. Select the number of copies.
 - Press the left key to increase the quantity by 10. Press the right key to increase the quantity by 1.
 - To clear the selected quantity, press the clear key.



1. Lift the Document Cover.
2. Place the original **face down** and align it with the registration guide on the document glass.

Note: Writing that is very close to the leading or trailing edge of the original may not copy. Turning the original around on the document glass may help.



5. Close the Document Cover.

Note: Leaving the cover open while copying will affect copy quality and toner consumption.

6. Press Start to begin copying.
 - The number in the display window returns to 1 and advances as each copy is made.

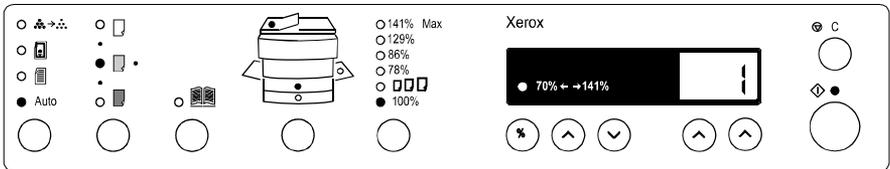
Making Copies on the Set Document Feeder (XC865/ XC1044/ XC1045/ XC1255)

Use the Set Document Feeder (SDF) to make one collated copy of originals. The SDF holds up to 20 originals (20 lb/80 gsm) in one job. Ensure originals are in good condition, and that all staples and paper clips have been removed. Use the document glass to make copies from transparencies, facsimile paper, or originals having other unusual characteristics. For reliable copying operation, use originals within the following ranges:

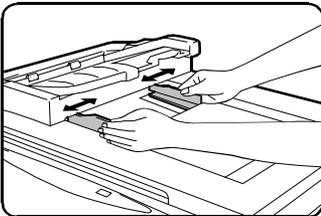
Paper weight range: 16 to 24 lb/60 to 90 gsm

Paper size range: 5.5×8.5"/A5, 8.5×11"/A4 and 8.5×14"/216×353 mm

The SDF comes from the factory with the Auto Start feature enabled. Refer to **Customizing Your Copier** section of this User Guide for information about changing this setting.

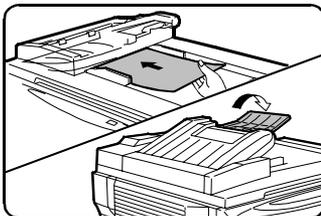


1. Select the required paper tray.
2. Select the desired copy features from the control panel.
 - The maximum copy quantity is 1. Reinsert the originals into the SDF for each set required.



1. Adjust the paper guide to the original size.

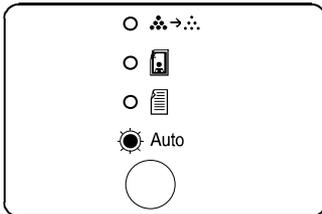
Note: Writing that is very close to the leading or trailing edge of the original may not copy. Turning the original around in the SDF may help.



4. Insert up to 20 originals face down into the SDF until the green SDF light on the copier diagram comes on.
 - When copying originals that are larger than 8.5×11"/A4, fold out the extension tray located on the SDF.

Copy Quality

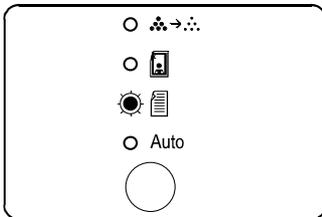
Input documents may be of poor quality, printed on colored paper or a photograph. The Exposure mode features described on this page can be used to improve the copies of these documents.



Auto

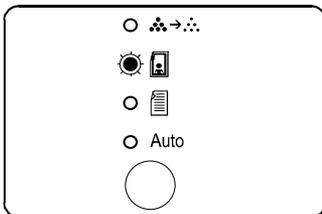
Use Auto when copying from originals with a colored background.

Note: When Auto is selected, the copier automatically varies the contrast of your copies. Lighter/Darker settings are not available.



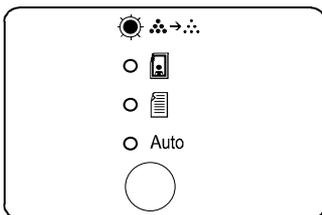
Text

Use Text to copy documents containing mostly text.



Photo

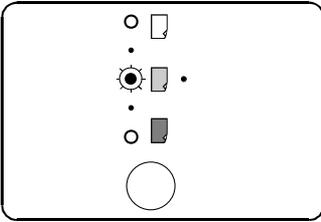
Use Photo when the originals are photographs.



Toner Save

Toner Save mode lowers the cost of copying by decreasing overall copy density on each page. This feature can be used when making draft copies.

Copy Quality



Copy Contrast

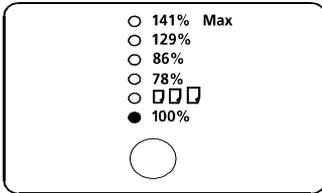
You can vary the copy contrast of your copies in small increments when Text, Photo, or Toner Save settings are selected.

Note: When Auto is selected the copy contrast settings are not available.

Press the copy contrast key to lighten or darken copies while in the Text, Photo, or Toner Save settings.

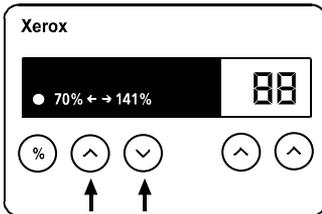
- There are 5 contrast settings represented by 3 indicator lights. The indicators light up one or two at a time to represent the selected setting. Successive pushes of the key will change the indicators in successive order. Darkest, normal and lightest settings are depicted by one indicator. When 2 indicators are lit, the copy contrast will be mid point between the darker setting and the lighter setting.

Reduction/Enlargement



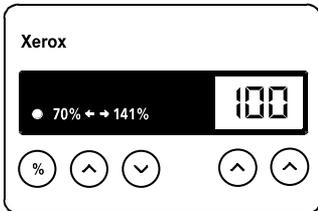
Preset %

Press the Preset % key to quickly select one of the 6 preset percentages. The customer settable percentage ($\square\square\square$) has been set at the factory for 70%. Refer to **Customizing Your Copier** for information about changing the default percentage.



Variable Percentage

Press the Variable Percentage key to increase or decrease the reduction or enlargement by 1% increments. You may select any percentage from 70 – 141%. Press the % key to display the current percentage. When a variable percentage is selected the light above the % key is lit.



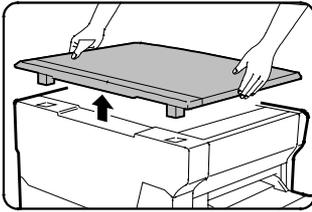
Display Window

Preset or variable reduction/enlargement percentages appear in the Display Window at the time selections are made. After a few seconds, the reduction/enlargement percent is replaced with the number of copies selected. Press the % key to recall the current reduction/enlargement ratio.

Copying Oversized Documents

The document cover may be removed in order to position an oversized document on the document glass.

Note: If your copier is equipped with a Set Document Feeder, the cover cannot be removed.



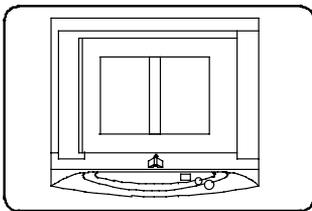
1. Lift the document cover straight up.

Note: Do not leave the cover off for extended periods of time.

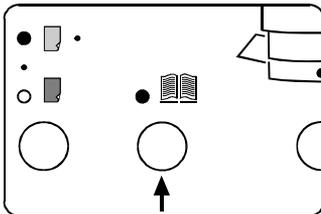
2. Reattach the document cover by reversing the above step.

Book Mode (XC830/ XC865/ XC1040/ XC1044/ XC1045/ XC1250/ XC1255)

This feature is useful when you want to copy facing pages of a document onto separate sheets of paper. The maximum book size is 10×14" / B4.



1. Align the center of the document with the book symbol at the center front of the document glass and the green arrow on the left registration guide.

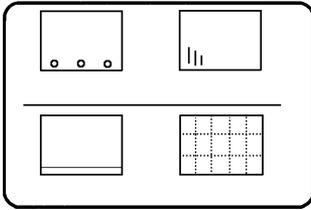


2. Select Book mode, and other desired features.
 - 50 is the maximum copy quantity in book mode.
 - **XC830/ XC865/ XC1044/ XC1250/ XC1255 copiers only:** the Paper Tray Bypass cannot be used in conjunction with the Book mode.
3. Press Start.
 - The left page will be copied first, then the right page will be copied.

Paper Tray Bypass (XC820/ XC830/ XC865/ XC1020/ XC1044/ XC1250/ XC1255)

Use the Paper Tray Bypass to copy onto paper that is different from that loaded in the paper tray and to copy onto special stock such as labels or transparencies.

The minimum copy size is 3.5×5.5" / A6. The maximum copy paper size is 8.5×14" / 216×356mm.



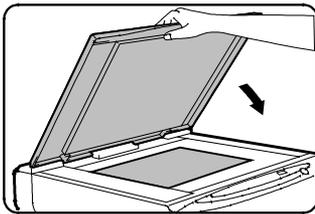
Predrilled paper: holes toward the front of the copier.

Letterhead paper: face up with the top toward the left.

Transparencies: one sheet at a time.

Labels: face up, one sheet at a time.

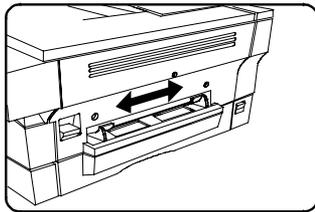
- Use labels and transparencies specifically designed for copiers (high temperatures).



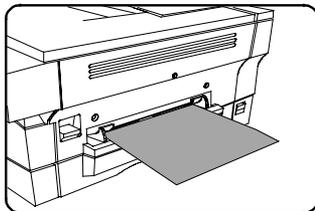
1. Place the original **face down** and align it with the registration guide on the document glass and close the document cover.

XC865/ XC1044/ XC1255 copiers only

Unless the SDF auto start has been disabled, the Paper Tray Bypass cannot be selected.



2. Adjust the bypass guide to the width of the copy paper.

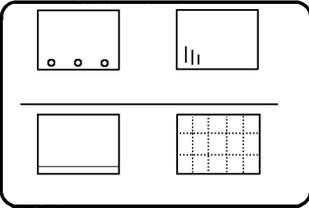


2. Insert a single sheet of copy paper into the paper tray bypass.
 - The paper will feed automatically.
 - When copying continuously, insert the next copy paper as soon as the previous sheet has fed.

Alternate Paper Tray (XC810/ XC1040/ XC1045)

The alternate paper tray can be used to feed multiple sheets of standard paper, or it can be used to feed single sheets of special or heavy papers such as note cards, transparencies, and labels.

The alternate paper tray holds up to 50 sheets of (standard weight) copy paper ranging in size from 3.5×5.5" to 8.5×14" / A6 to 216×356mm.



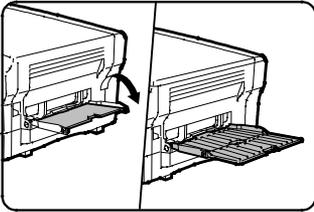
Predrilled paper: holes toward the front of the copier.

Letterhead paper: face up with the top toward the left.

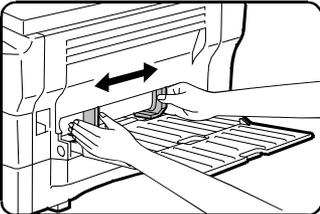
Transparencies: one sheet at a time.

Labels: face up, one sheet at a time.

- Use labels and transparencies specifically designed for copiers (high temperatures).



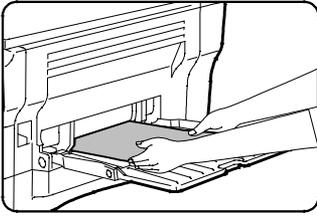
1. Lower the alternate paper tray, located on the right side of the copier.
2. Unfold the paper support extension as shown.



1. Adjust the guides to the width of the copy paper.

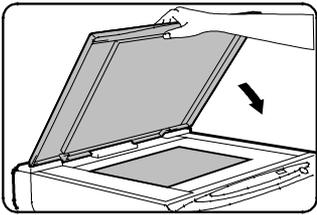
(continued)

Alternate Paper Tray (XC810 / XC1040/ XC1045)



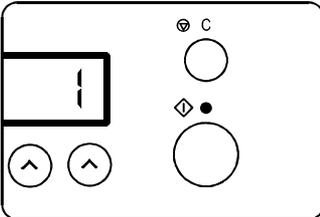
4. Insert the copy paper all the way into the alternate paper tray until it stops (do not force).
 - 50 sheets max.

Note: When loading transparencies or labels insert one sheet at a time.



5. Press the Paper Supply button to select the alternate paper tray.
6. Select other required features.

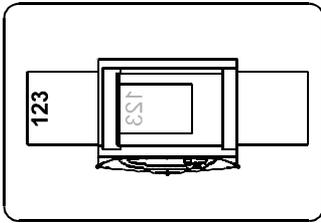
1. Place the original **face down** and align it with the registration guide on the document glass and close the document cover, or place it in the SDF.



8. Press the Start button.

Note: When the Alternate Paper Tray runs out of paper, the green indicator in the copier diagram flashes and the display will show a flashing **P**. To continue copying, add more paper and press Start.

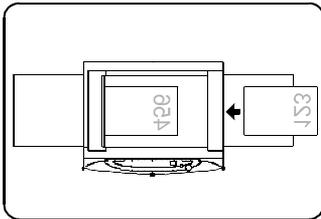
Two-Sided Copying



1. Place side 1 original **face down** on the Document Glass, with the **TOP** toward the **LEFT**. Lower the document cover.

Note: 16 lb / 60 gsm copy paper is not recommended for two-sided copying.

2. Select quantity required.
3. Press Start to make side 1 copy.



1. Remove the first original and place the second original **face down** on the Document Glass with the **TOP** toward the **RIGHT**, and lower the document cover.
2. Remove side 1 copy from the output tray and insert it **face down, TOP** toward the **RIGHT**, into the paper tray bypass / alternate bypass tray.

XC810/ XC1040/ XC1045 copiers only

6. Select the alternate paper tray.
7. Press Start.

Customizing Your Copier

Programmable Features

The default settings for various copier features may be changed to suit your individual copying needs. All of these features remain set until this process is repeated.

Each of the programmable features, along with its program number and options are contained in the chart below. The procedure to change the default settings follows the chart.

Feature	Program Number	Option Number * Factory Setting
Priority Tray: This feature allows you to set the default paper tray. At power on or auto clear the copier will return to the selected priority paper tray. <i>(Models XC810, XC1040, XC1045, XC1250, and XC1255 only.)</i>	0	0 – Main Tray * 1 – Alternate Paper Tray 2 – Second Tray
Auto Clear Time Out: This feature allows you to select the time it takes for the copier to return to the normal copy mode after a copy cycle is complete. <i>(All models.)</i>	1	0 – Off 1 – 30 seconds 2 – 60 seconds * 3 – 90 seconds 4 – 120 seconds
Time Out to Power Save: When enabled, this feature automatically reduces power used by the copier if the copier has not been used for the set period of time. <i>(All models.)</i>	2	0 – Off 1 – 45 seconds 2 – 90 seconds * 3 – 2 minutes 4 – 5 minutes
Time Out to Power Shut-Off: When enabled, this feature significantly reduces power used by the copier if the copier has not been used for the set period of time. <i>(All models.)</i>	3	0 – 2 minutes 1 – 5 minutes * 2 – 15 minutes 3 – 30 minutes 4 – 60 minutes 5 – 120 minutes 6 – Off

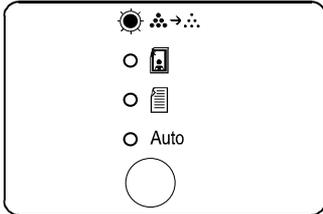
Feature	Program Number	Option Number * Factory Setting
<p>Default Magnification: This feature allows you to make copies slightly larger or smaller than the original, or the same size.</p> <p><i>(All models.)</i></p>	4	0 – 100% * 1 – 99% 2 – 101%
<p>Default Exposure: This feature allows you to select the default Exposure mode.</p> <p><i>(All models.)</i></p>	5	0 – Auto Exposure * 1 – Text
<p>Manual Document Glass Exposure Adjustment: The copy exposure range may be adjusted when the copy image is consistently too light or too dark.</p> <p><i>(All models.)</i></p>	6	0 – +4 steps light 1 – +3 steps light 2 – +2 steps light 3 – +1 step light 4 – Normal * 5 – +1 step dark 6 – +2 steps dark 7 – +3 steps dark 8 – +4 steps dark
<p>Paper Trail Edge Deletion: The trail edge deletion can be turned off to accommodate originals that have print to the very bottom edge. When Off, another 4 mm will copy, however the image quality may deteriorate as it gets closer to the bottom edge.</p> <p><i>(All models.)</i></p>	7	0 – On * 1 – Off
<p>Paper Tray Bypass Auto Start: When enabled, the copier will begin to copy as soon as paper is fed into the paper tray bypass.</p> <p><i>(Models XC820, XC830, XC865, XC1020, XC1044, XC1250, and XC1255 only.)</i></p>	8	0 – On * 1 – Off
<p>Set Document Feeder Auto Start: When enabled, the SDF will begin to copy as soon as paper is placed in the SDF.</p> <p><i>(Models XC865, XC1044, XC1045, and XC1255 only.)</i></p>	9	0 – On * 1 – Off

Feature	Program Number	Option Number * Factory Setting
R/E Preset: This feature allows you to set a specific preset reduction or enlargement setting for the □□□ key. <i>(All models.)</i>	10	70 – 141% Default 70% *
Auto Paper Tray Switching: When enabled, the copier will automatically switch to another paper tray when the selected tray runs out of paper. <i>(Models XC1250 and XC1255 only.)</i>	11	0 – On 1 – Off *
Set Document Feeder Exposure Adjustment: The copy exposure range may be adjusted when the copy image is consistently too light or too dark. <i>(Models XC865, XC1044, XC1045, and XC1255 only.)</i>	12	0 – +4 steps light 1 – +3 steps light 2 – +2 steps light 3 – +1 step light 4 – Normal * 5 – +1 step dark 6 – +2 steps dark 7 – +3 steps dark 8 – +4 steps dark

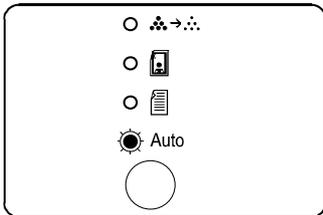
Note: The procedures written in this manual are based on the factory default settings.

Programmable Feature Setting 10

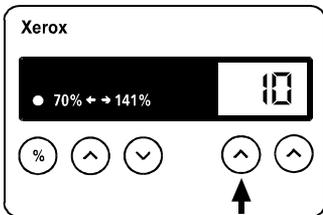
Use the following procedure to change the preset Reduction/Enlargement default setting. This feature allows you to set a specific preset reduction or enlargement between 70 – 141%.



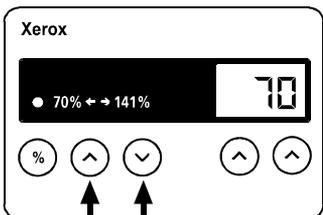
1. Select the Toner Saver mode.



1. Press again and hold the Exposure Mode key for approximately 4 to 6 seconds.
 - The light next to Auto mode will light.
 - The lights within the Copier Diagram will flash.



1. Press the 10's unit key until the number 10 is displayed.
2. Press **Start**.
 - The current reduction/enlargement setting will flash.



1. Press the variable percentage keys until the desired percentage is displayed.
2. Press **Start** to store the selection.
3. Press the Clear key to continue making other changes. Press the Exposure mode key to return to the copy mode.

Copier Care

Cleaning the Document Glass and Cover

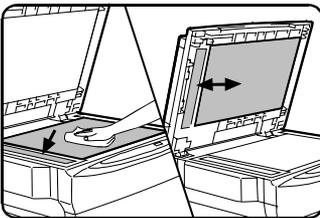
Keeping the document glass clean helps ensure the best possible copies. Xerox suggests that you clean the document glass at the start of each day and during the day as needed.

CAUTION: Do not pour or spray water directly onto any part of the copier.



For XC810/ XC820/ XC830/ XC1020/ XC1040/ XC1250 copiers only

1. Slightly dampen a soft lint-free cloth or paper towel with water.
2. Lift the document cover.
3. Wipe the surface of the document glass until it is clean and dry.
4. Wipe the underside of the white document cover until it is clean and dry.
5. Close the document cover.



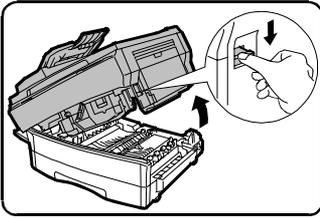
For XC865/ XC1044/ XC1045/ XC1255 copiers only

1. Slightly dampen a soft lint-free cloth or paper towel with water.
2. Lift the SDF cover.
3. Wipe the surface of the document glass and the SDF glass until each is clean and dry.
4. Wipe the underside of the white document cover and the SDF roller until each is clean and dry.
5. Close the SDF cover.

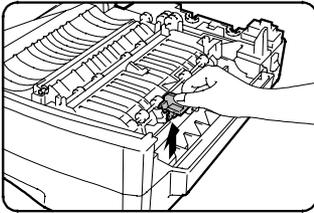
Copier Care

Cleaning the Transfer Corotron

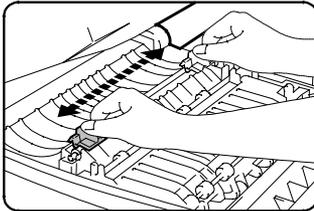
If copies start getting streaks or blotches, the transfer corotron may be dirty.



1. Press the release lever to open the copier.



2. Remove the green transfer corotron cleaner from inside the copier (on the right-hand side near the front) and insert it into the transfer corotron unit.

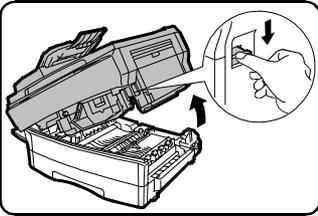


2. Wipe the corotron wire with the transfer cleaning tool as shown.
3. Replace the cleaner and close the upper half of the copier.

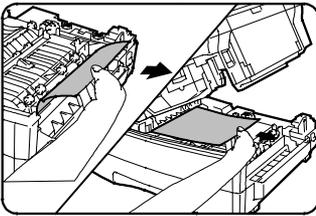
Clearing the Paper Path

If the Misfeed Indicator blinks and the copier stops, a paper misfeed has occurred.

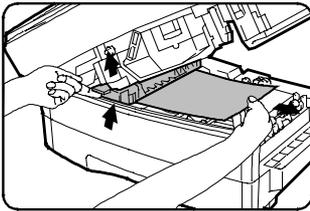
Be careful not to damage the Photoreceptor or the Corotron during the clearance of a misfeed. Also take care not to touch the Fuser.



1. Press the release lever to open the copier.



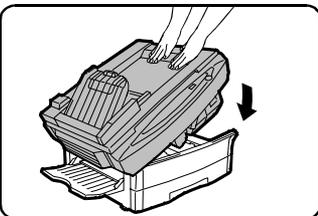
2. Carefully remove the misfed paper.



Warning: The fusing area is hot. Take care when removing paper from the fuser area.

3. Lift the fuser lever to remove a misfeed in the fuser area.

- If the paper rips, be sure to remove all the pieces of paper.



1. Close the copier by gently pushing down the upper half.

- Ensure that the misfeed indicator has gone out.

A1 – A2 Set Document Feeder Misfeed

When a misfeed occurs in the SDF, the red SDF misfeed indicator flashes on the Copier Diagram, and an A1 or A2 status code will flash in the display window. The status code indicates the number of originals that must be returned to the SDF after clearing the misfeed.

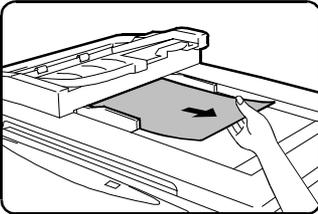
A1 status code- refeed the last original.

A2 status code- refeed the last 2 originals.

This code will disappear when copying is resumed or the clear key is pressed.

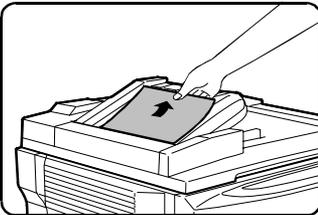
Details for clearing the three types of SDF misfeeds are given below.

SDF Input Misfeed



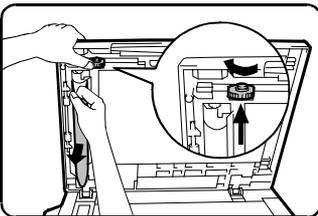
1. Pull the misfed original(s) toward the right to remove them from the SDF input tray. Refeed the number of originals indicated.
2. Open and close the document cover to clear the misfeed indicator.
3. Press Start to continue copying.

SDF Exit Misfeed



1. Remove all originals from the SDF exit tray. Refeed the number of originals not copied.
2. Open and close the document cover to clear the misfeed indicator.
3. Press Start to continue copying.

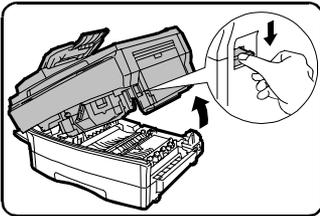
SDF Roller Misfeed



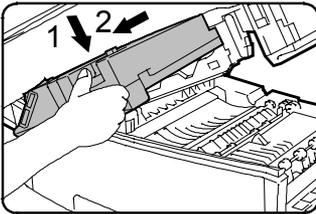
1. Open the document cover and turn the green roller rotating knob in the direction of the arrow to remove any misfed originals. Refeed the number of originals indicated.
2. Open and close the document cover to clear the misfeed indicator.
3. Press Start to continue copying.

Toner Cartridge Replacement

The Toner Indicator on the Copier Diagram will light when the toner supply is low. Copies can continue to be made, but you should have a replacement cartridge in stock. Copies may gradually become lighter until the copier stops and the indicator begins to blink. In many cases, there is not a noticeable difference between the first copy and the last copy from a toner cartridge. The copier, however, may take longer than usual to start copying. When this occurs the toner cartridge must be replaced. The copier will not operate until the toner cartridge is replaced.

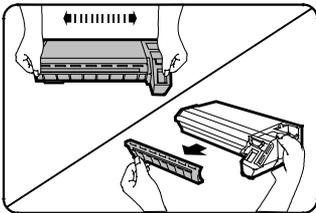


1. Press the release lever to open the copier.

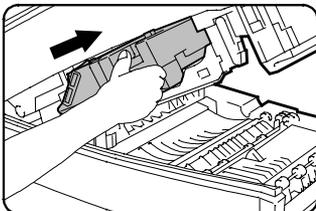


1. Press down on the green lever (1) on the front of the old toner cartridge and pull the cartridge out (2).

Note: Help the environment by recycling your used toner cartridge. Refer to the Xerox Green Team brochure packed with the Toner Cartridge for instructions on returning the used Toner Cartridge to Xerox.

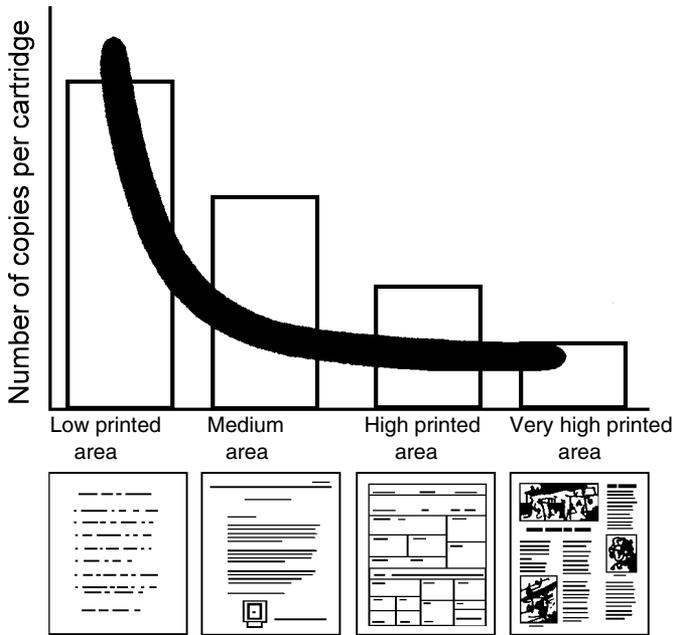


3. Shake the new toner cartridge horizontally four or five times and then remove the cover.
4. Save the box and the cover for shipping.



1. Slide the new toner cartridge in until it locks in place.
2. Close the copier by gently pushing down the upper half.
 - Wait approximately two seconds for the ready indicator to light.

Toner Cartridge Yield



The main factor affecting toner cartridge yield is the printed area of a document. The graph is a sample representation of how the number of copies per cartridge decreases as the printed area increases.

Other factors which can affect the toner cartridge yield are:

- The size of the document being copied.
- Dark backgrounds.
- Leaving the platen cover open.
- The number of times the copier is switched on and off.
- Double sided copying will use more toner per ream of paper.
- High humidity.

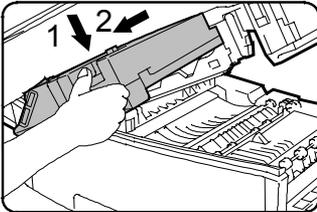
To get the most from your toner cartridge:

- Always copy with the document cover closed.
- Leave the copier on during the day. Switch off the copier at the end of the working day.
- Copy with the exposure control set to Auto exposure unless you need to adjust for the background of your original.
- Operate the copier in a dry environment whenever possible.

Drum Cartridge Replacement

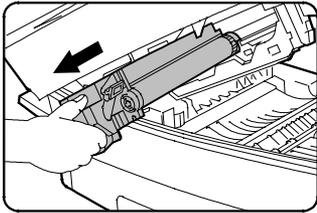
The useful life of the drum cartridge is approximately 12,000 copies. The drum cartridge indicator on the copier diagram lights when the drum is near the end of life. Copies can continue to be made, but you should have a replacement cartridge in stock. After approximately 1,000 copies, the Ready indicator will go out, the drum cartridge indicator will blink, and the copier will stop operating until the drum cartridge is replaced.

Does not apply in some areas of Latin America.



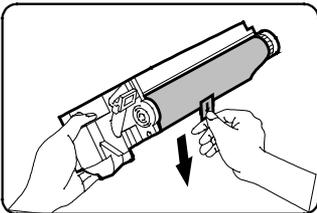
1. Press the release lever to open the copier.
2. Press down on the green lever (1) on the front of the toner cartridge and pull out the cartridge (2).

Note: The toner cartridge must be removed before removing the Drum Cartridge.

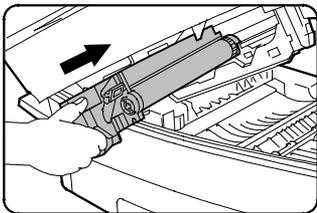


3. Pull out the drum cartridge.

Note: Help the environment by recycling your used Drum Cartridge. Refer to the Xerox Green Team brochure packed with the Drum Cartridge for instructions on returning the used Drum Cartridge to Xerox.



4. Remove the cover from the new Drum Cartridge.



2. Slide the new Drum Cartridge in place, making sure not to touch the surface of the drum.
3. Reinstall the Toner Cartridge.
4. Close the copier by gently pushing down the upper half.

Problem Solving

Problem Solving Chart

The following chart lists some conditions that may occur and the recommended solutions. Follow the suggested solutions until the problem is corrected. Refer to the Status Code Chart in this section for status code information. If the problem persists, please call the following number for assistance:

In the United States and Canada:

1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)

Condition	Suggested solutions
Copier does not come on, Ready indicator does not light.	Check that the copier is plugged into an electrical receptacle. Ensure that there is power to the receptacle and that the copier power is switch ON.
Copies are too light or too dark.	If the original is light, select the lower copy contrast position to darken the background of the copies. If the original is dark, select the upper copy contrast position to lighten the background of the copies.
Smears, lines, marks, or spots on copies.	If defects are on the original, press the copy contrast key to lighten the background of your copies. If no defects are on the original, clean the document glass and underside of the document cover. (Refer to Copier Care .) If the above solutions do not help, clean the transfer corotron. (Refer to Copier Care .)
Copy image is skewed.	Ensure that original is positioned correctly on document glass. Check that copy paper is loaded correctly.
Blank copies.	Ensure that the original is face down on the document glass. Check for a broken corotron wire. Refer to Copier Care section for the location of the corotron wire.

Condition	Suggested solutions
Image rubs off the copy easily.	<p>Replace the paper in the tray with paper from a new package.</p> <p>In high humidity areas do not leave paper in the copier for extended periods of time.</p>
Frequent copy paper jams.	<p>Fan the stack of paper, then turn it over in the tray.</p> <p>Replace paper in paper tray with a fresh supply.</p> <p>Check/adjust paper guides.</p> <p>Ensure that the paper is the proper paper weight. 20 lb / 80 gsm bond paper is recommended.</p> <p>Check for copy paper or pieces of copy paper remaining in the copier after a paper jam has been cleared. (Refer to Clearing the Paper Path.)</p>
The three trouble indicators are lit in the copier diagram.	<p>The machine is in the program mode. Press the Exposure mode key to exit.</p>
Toner yield is lower than expected and the Toner Indicator is on.	<p>Toner may be lodged in the cartridge. Remove the toner cartridge. Shake the toner cartridge and tap along the top of the toner cartridge over a waste receptacle. Take care not to touch the exposed toner on the left side of the cartridge.</p>
Fewer copies from the Toner Cartridge than expected.	<p>Originals contain pictures, solids, or heavy lines.</p> <p>Originals are forms, newsletters, books etc.</p> <p>The copier is being turned on and off frequently.</p> <p>The document cover is being left open while copies are being made. (Refer to the Toner Cartridge Yield section.)</p>

Problem Solving

Status Code Chart

Status Code	Suggested Solution
	Ensure that there is paper in the selected paper tray. Ensure that the Paper Tray is closed properly. Paper may not have fed all the way into the copier. (Refer to Loading Copy Paper and Flashing P.)
	Copy paper has misfed. (Refer to Clearing the Paper Path.)
	When the toner cartridge replacement indicator appears, the toner cartridge will need to be replaced soon. Be sure to have a replacement cartridge in stock. Copies will gradually become lighter until the copier stops and the indicator begins to blink. When this occurs the toner cartridge must be replaced.
	When the drum cartridge replacement indicator appears, the drum cartridge will need to be replaced soon. Be sure to have a replacement cartridge in stock. In approximately 1,000 copies, the Ready indicator will go out, the drum cartridge indicator will blink, and the copier will stop operating until the drum cartridge is replaced.
CH	Install toner cartridge.
A1 – A2	Remove misfed paper from the Set Document Feeder. Refer to A1 – A2 Set Document Feeder Misfeed for detailed instructions.
U2 – U5 L1 – L5 H2 – H4	Switch OFF the Main Power. Wait approximately 5 seconds. Then switch ON the Main Power. If the Status Code continues, call for service.
L1	Ensure left shipping screw is removed.

Servicing Your Copier

In the USA and Canada

Should you be unable to resolve a problem after using the Problem Solving section of this manual, place a call to the Xerox Customer Support Center at:

1 – 800 – TEAM – XRX
(1 – 800 – 832 – 6979)

The Customer Support Representative can solve many problems over the phone. Please have the following information available before calling:

- The copier model number: **XC** _____
(on the control panel)
- The serial number _____
(Located on the back cover of the copier to the right of the power supply.)
- The purchase date from your purchase receipt (required for warranty service).
- A description of the problem.
- Status Code (if any) displayed on the control panel.

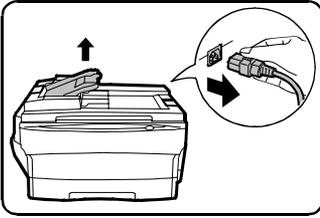
Ordering Supplies

To order supplies for your copier, call or visit your local retailer. If your store does not stock these items, you may call:

Xerox SupplyNet toll free at:

1 – 800 – 822 – 2200
Toner Cartridge – 6R881
Drum Cartridge – 13R544

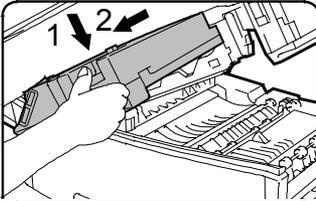
Packing the Copier



1. Disconnect the power cord.

Note: When carrying the copier, do not hold onto the exit tray and do not insert your hand into the exit tray.

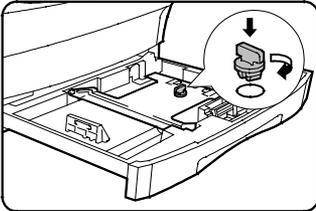
2. Remove the SDF exit tray.



2. Press the release lever to open the copier.

3. Remove the toner cartridge.

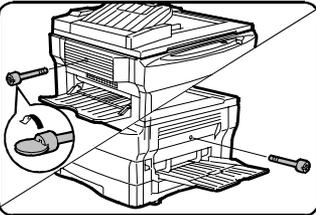
4. Close the copier.



1. Open the paper tray(s), and remove the copy paper.

2. Attach the pressure plate lock(s). Firmly close the paper tray.

Note: The pressure lock storage compartment is just inside the open copier.

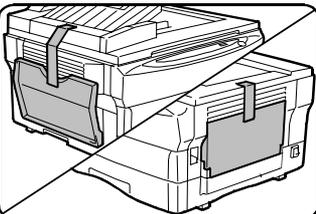


8. Replace the shipping pins into the right and left sides of the copier.

Note: The shipping pins are stored on the underside of the exit tray.

XC810/ XC1040/ XC1045 copiers only

Note: Insert foam between the shipping pin head and the alternate paper tray to protect the tray.



9. Fold up the exit tray and the alternate paper tray (XC810/ XC1040/ XC1045 copiers only).

10. Securely tape the exit tray, alternate paper tray, and the document cover closed.

11. Pack the copier by reversing the Unpacking instructions. (Refer to **Installation.**)

Technical Data

Original Size	Maximum 10×14" / B4												
Copy Ratio Percentages	1:1 ± 1% Preset: 70*, 78, 86, 100, 129, 141 *customer settable Zoom: 70 – 141												
Copy Paper Size and Weight	Tray 1 and Tray 2 5.5×8.5 to 8.5×14"/A5 to 216×356mm 16 - 24 lb / 60 - 90 gsm Bypass Tray 3.5×5.5" to 8.5×14"/ A6 to 216×356mm 14 – 34 lb / 52 – 130 gsm												
Copy Rate XC810/XC820/XC830/XC865 XC1040/XC1020/ XC1044/XC1045 XC1250/XC1255	8 copies/minute (8.5×11" / A4 and smaller) 10 copies/minute (8.5×11" / A4 and smaller) 12 copies/minute (8.5×11" / A4 and smaller)												
Paper Tray Capacity XC820/XC830/XC865 XC810 XC1020/XC1044 XC1040/XC1045 XC1250/XC1255	<table border="0"> <thead> <tr> <th>Paper Tray</th> <th>Paper Tray Bypass</th> </tr> </thead> <tbody> <tr> <td>100</td> <td>1</td> </tr> <tr> <td>100</td> <td>50</td> </tr> <tr> <td>250</td> <td>1</td> </tr> <tr> <td>250</td> <td>50</td> </tr> <tr> <td>2×250</td> <td>1</td> </tr> </tbody> </table>	Paper Tray	Paper Tray Bypass	100	1	100	50	250	1	250	50	2×250	1
Paper Tray	Paper Tray Bypass												
100	1												
100	50												
250	1												
250	50												
2×250	1												
First copy output time	8 seconds (warm) 20 seconds (cold)												
Electrical Requirements	AC 120V ± 10%, 50/60 Hz, 9.5A AC 220/240V ± 10%, 50/60 Hz, 5A												

Technical Data

Machine Dimensions XC820/XC830/XC810 XC865 XC1040/XC1020 XC1044/XC1045 XC1250 XC1255	Width×Depth×Height 20.1×18.5×9.6" / 510×470×245mm 20.1×18.5×11.2" / 510×470×285mm 20.1×18.5×10.6" / 510×470×270mm 21.7×18.5×12.2" / 550×470×310mm 20.1×18.5×14.1" / 510×470×359mm 21.7×18.5×15.7" / 550×470×400mm
Machine Weight XC820/XC830/XC810 XC865 XC1040/XC1020 XC1044/XC1045 XC1250 XC1255	(Includes Drum and Toner Cartridge) 41.1 lbs / 18.7kg 47.8 lbs / 21.7 kg 42.8 lbs / 19.0kg 49.5 lbs / 22.5kg 49.7 lbs / 22.6kg 56.4 lbs / 25.6kg
Power Consumption	Max: 1.1kW Standby: 35 Watts Shut-off: 5 Watts

3-Year Limited Warranty

In the USA

TOTAL SATISFACTION GUARANTEE:

Xerox warrants that if you are not totally satisfied with the performance of the Xerox Copier which this warranty statement accompanies, at your option and upon your request, Xerox will exchange or repair it at any time within three (3) years after your purchase.

IMPORTANT: *This warranty applies only to Xerox copiers purchased and used in the United States. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.*

PROOF OF PURCHASE:

To obtain an exchange or repair, proof of purchase is required. **You must, within 10 days after purchase, mail the enclosed registration card to Xerox Corporation Desktop Products Group, P.O. Box 431, East Rochester, New York 14445-9983.** Also, when you make a warranty claim, you must present your original receipt or bill of sale to establish your date of purchase.

IF YOU HAVE A PROBLEM:

The first step is to call our trained Customer Support Representative at 1-800-TEAM-XRX, (1-800-832-6979). Many problems can be resolved over the phone. Before you call please be ready to provide the model of your copier, its serial number, date of purchase, a description of the problem, and a valid credit card number, should it be required (Mastercard, Visa or American Express).

HOW IS EXCHANGE OBTAINED?

Our exchange program is the easiest and quickest way to provide you with a fully operational copier. If you are not satisfied with the performance of your copier, you may request an exchange unit. Upon your authorization to accept an exchanged unit and with appropriate security (credit card authorization) we will, at no cost to you, promptly ship a copier in exchange for your defective unit. The exchange unit we ship to you will, at our option, be new or reconditioned by Xerox. You must then pack and return your defective unit to us. Upon its receipt, we will release your credit card security.

HOW IS WARRANTY REPAIR SERVICE OBTAINED?

If you prefer that we repair your copier instead of exchanging it for another unit, our Customer Service Representative will explain how to obtain repair service under this warranty. **Please save the original packaging materials in order to facilitate shipment.**

WHAT YOU MUST DO:

Your copier is designed to perform with a minimum amount of user maintenance. You are, however, responsible for the required user maintenance described in the User Guide provided with your copier. This required user maintenance includes the replacement of dry ink (toner) cartridges, drum (copy) cartridges, or film cartridges, and clearing paper misfeeds, cleaning the unit and other routine and preventive maintenance.

3-Year Limit Warranty

WHAT THE WARRANTY DOES NOT COVER:

This warranty covers only defects in materials and workmanship provided by Xerox and does not cover equipment damage or malfunction from misuse, abuse, accident, act of God, defect in non-Xerox supplies, or non-Xerox alteration, modification or upgrade. Improper return shipping, packaging or shipping damage is not covered unless the unit is packaged and shipped in accordance with Xerox exchange procedures or via an authorized Xerox Service Access Center. Replacement of drum cartridges, dry ink cartridges, film cartridges and other supplies are customer maintenance responsibilities and are not covered by this warranty. Scheduled maintenance, as described in the user guide (including that required when a service indicator is "on") is not covered by this warranty. This limited warranty, provided by Xerox, is only for copiers purchased and used in the United States.

EXCHANGE AND REPAIR ARE YOUR ONLY REMEDIES:

Your only remedy under this warranty is the exchange or repair of your copier as described above. **Xerox will not be liable for any incidental or consequential damages resulting from your use of or inability to use your copier even if we know such damages are possible.**

***IMPORTANT:** Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.*

NO OTHER WARRANTY IS MADE BY XEROX:

No other warranty is made by Xerox. Any implied warranty of merchantability is limited to the duration of this express limited warranty and thereafter is disclaimed. No other warranty of any kind or type, whether express or implied will apply after the 3 year period. Xerox expressly disclaims any implied warranty of fitness for a particular purpose.

***IMPORTANT:** Some states do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you.*

No reseller is authorized to modify the terms of this warranty. Any additional warranty offered by a reseller is the sole responsibility of the reseller. This warranty is offered only to the first end-user purchaser and is not valid for subsequent purchasers. The warranty period for an exchange copier expires three years after the date you purchased the copier which this warranty statement accompanies.

SERVICE AFTER YOUR THREE YEAR WARRANTY EXPIRES:

After your three year warranty expires you can obtain a low cost Xerox Maintenance Agreement by simply calling **1-800-TEAM XRX (1-800-832-6979)**. We recommend you call 90 days prior to warranty expiration to assure continuous service coverage.

**If you have questions about this warranty, phone us toll free at:
1-800-TEAM XRX (1-800-832-6979)**

Please record your: Model XC: _____

Serial No: _____

Date Purchased: _____

3-Year Limited Warranty

In Canada

TOTAL SATISFACTION GUARANTEE:

Xerox warrants that if you are not satisfied with the performance of the Xerox Copier which this warranty statement accompanies, at your option and upon your request, Xerox will repair or replace it at any time within three (3) years after your purchase. The replacement unit we ship to you will be fully reconditioned by Xerox.

IMPORTANT: *This warranty applies only to Xerox copiers purchased and used in Canada.*

PROOF OF PURCHASE:

To obtain a repair or replacement, proof of purchase is required. **You must, within 10 days after purchase, mail the enclosed registration card to Canadian Retail Operations, Xerox Canada Ltd, P.O. Box 3020, Stn LCD, Malton, Mississauga L4T9Z9.** Also, when you make a warranty claim, you must present your original receipt or bill of sale to establish your date of purchase.

IF YOU HAVE A PROBLEM:

The first step is to call our trained Customer Support Representative at **1-800-TEAM XRX (1-800-832-6979)**. Many problems can be resolved over the phone. Before you call please be ready to provide the model of your copier, its serial number, date of purchase, and a description of the problem.

HOW IS WARRANTY SERVICE OBTAINED?

Our Customer Support Representative will explain how to obtain repair/replacement service under this warranty. **Please save the original packaging materials in order to facilitate shipment.**

WHAT YOU MUST DO:

Your copier is designed to perform with a minimum amount of user maintenance. You are, however, responsible for the required user maintenance described in the User Guide provided with your copier. This required user maintenance includes the replacement of toner (dry ink) cartridges, drum (copy) cartridges, or film cartridges, and clearing paper misfeeds, cleaning the unit and other routine and preventive maintenance.

3-Year Limited Warranty

WHAT THE WARRANTY DOES NOT COVER:

This warranty covers only defects in materials and workmanship provided by Xerox and does not cover equipment damage or malfunction from misuse, abuse, accident, act of God, defect in non-Xerox supplies, or non-Xerox alteration, modification or upgrade. Improper return shipping, packaging or shipping damage is not covered unless the unit is packaged and shipped in accordance with Xerox exchange procedures or via an authorized Xerox Service Access Center. Replacement of drum cartridges, dry ink cartridges, film cartridges and other supplies are customer maintenance responsibilities and are not covered by this warranty. Scheduled maintenance, as described in the user guide (including that required when a service indicator is "on") is not covered by this warranty. This limited warranty, provided by Xerox is only for copiers purchased and used in Canada.

REPAIR OR REPLACEMENT ARE YOUR ONLY REMEDIES:

Your only remedy under this warranty is the repair or replacement of your copier as described in this warranty. **Xerox will not be liable for any incidental or consequential damages resulting from your use of or inability to use your copier even if we know such damages are possible.**

NO OTHER WARRANTY IS MADE BY XEROX:

No other warranty is made by Xerox. Any implied warranty of merchantability is limited to the duration of this express limited warranty and thereafter is disclaimed. No other warranty of any kind or type, whether express or implied will apply after the 3 year period. Xerox expressly disclaims any implied warranty of fitness for a particular purpose.

No reseller is authorized to modify the terms of this warranty. Any additional warranty offered by a reseller is the sole responsibility of the reseller. This warranty is offered only to the first end-user purchaser and is not valid for subsequent purchasers. The warranty period for a replacement copier expires three years after the date you purchased the copier which this warranty statement accompanies.

SERVICE AFTER YOUR THREE YEAR WARRANTY EXPIRES:

After your three year warranty expires you can obtain a low cost Xerox Maintenance Agreement by simply calling **1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)**. We recommend you call 90 days prior to warranty expiration to assure continuous service coverage.

**If you have questions about this warranty, phone us toll free at:
1 – 800 – TEAM – XRX (1 – 800 – 832 – 6979)**

Please record your: Model XC: _____

Serial No: _____

Date Purchased: _____

It's Illegal

In the USA

It is against US law to copy copyrighted material without permission of the copyright owner unless the copying falls within the "Fair Use" or library reproduction rights of the copyright law. Further information on these U.S. provisions may be obtained from the Copyright Office, Library of Congress, Washington, D.C. 20550, or telephone the Copyright Office at (202) 707-9100 and ask for circular 21. Copying of other items may be prohibited. If you have any questions, seek legal advice.

In Canada

In Canada it is against the law to copy copyrighted material without permission of the copyright owner, unless the copying falls within the private study, research or criticism provision of the copyright law. Copying of other items may be prohibited. If you have any questions, seek legal advice.

Xerox Guarantee

Xerox Retail Total Satisfaction Guarantee

In the USA and Canada

At Xerox we are committed to the highest quality in the design, manufacture and service of all we sell. We measure our success by one standard: Total Customer Satisfaction.

Taking this commitment one step further, we now offer this exclusive Xerox Total Satisfaction Guarantee:

If you are not satisfied with your Xerox equipment, at your request, Xerox will replace it without charge to you with an identical model or a machine with comparable features and capabilities.

The term of the Xerox Total Satisfaction Guarantee is three years from purchase date.

This Xerox Total Satisfaction Guarantee applies to Xerox equipment acquired by you from an Authorized Xerox Retailer and continuously maintained by Xerox or its authorized representatives under our manufacturers warranty. This guarantee applies to all equipment acquired on or after September 5, 1990 and is not applicable to equipment damaged or destroyed due to reasons beyond the control or responsibility of Xerox.

We make this extraordinary offer to clearly demonstrate that at Xerox our measure of quality is our customers' satisfaction.

Refer to the product warranty discussed earlier in this manual for additional details or call the following number:

1 - 800 - TEAM - XRX

(1 - 800 - 832 - 6979)

Material Safety Data Sheet

XEROX **Material Safety Data Sheet** **MSDS No:** A-0602
Date: 7/18/96
Revision: 9/24/97

Distributor: Xerox Corporation Telephone #(s):
Rochester, NY 14644 Safety Information: (800)828-6571
Health Emergency: (716)422-2177
Transportation Emergency: (716)422-1230

Section I - Product Identification

Trade Names/Synonyms: XC810/XC820/XC830/XC1020/XC1040 **Part No.:** WH:
6R881 XC1044/XC1045/XC1245/XC1250 FX: 6R890
XC1255/XC865 Black Toner Cartridge

Chemical Name: None

WHMIS Status: This is not a WHMIS controlled product.

Ingredients (% by wt.)

CAS No.

Iron Powder (>85%)	7439-89-6
Styrene Acrylate Copolymer (<15%)	25767-47-9
Carbon Black (<1%)	1333-86-4

Section II - Emergency and First Aid

Primary Route of Entry:

Inhalation

Eyes:

Flush thoroughly with water.

Skin:

Wash skin thoroughly with soap and water.

Inhalation:

Remove from exposure.

Ingestion:

Dilute stomach contents with several glasses of water.

Symptoms of Overexposure:

Minimal respiratory tract irritation may occur as with exposure to large amounts of any non-toxic dust.

Medical Conditions Generally Aggravated by Exposure:

None when used as described by product literature.

Additional Information:

None

602E24580

XEROX Trade Name: XC810/XC820/XC830/XC1020/XC1040
0602

MSDS No.: A-

XC1044/XC1045/XC1245/XC1250/XC1255/XC865 Black Toner Cartridge

Section III - Toxicology and Health Information

This material has been evaluated by Xerox Corporation. The toxicity data presented below is for toner only and based on test results of similar xerographic toner materials.

Oral LD₅₀: >5 g/kg (rats) practically non-toxic. **TLV:** 10mg/m³ (total dust)
Dermal LD₅₀: >5 g/kg (rabbits) practically non-toxic. **PEL:** 15 mg/m³ (total dust)
5 mg/m³ (respirable dust)
Inhalation LC₅₀: >5 mg/l (rats, 4 hr exposure)practically non-toxic. **STEL:** N.E.
>20 mg/l (rats, calculated 1 hr exposure) non-poisonous, DOT. **Ceiling:** N.E.
Eye Irritation: Not an irritant. **XEL²:** 2.5 mg/m³ (total dust)
0.4 mg/m³ (respirable dust)
Skin Sensitization:Not a sensitizer.
Skin Irritation: Not an irritant.
Human Patch: Non-sensitizing, non-irritating.
Mutagenicity: No mutagenicity detected in Ames test.¹
Carcinogens: None present
Aquatic LC₅₀: >1125 mg/l (rainbow trout),non-toxic.

Additional Information: The results obtained from a Xerox sponsored Chronic Toner Inhalation Study, demonstrated no lung change in rats for the lowest (1mg/m³) exposure level (i.e. the level most relevant to potential human exposure). A very slight degree of fibrosis was noted in 25% of the animals at the middle (4mg/m³) exposure level, while a slight degree of fibrosis was noted in all the animals at the highest (16 mg/m³) exposure level. These findings are attributed to "lung overloading", a generic response to excessive amounts of any dust retained in the lungs for a prolonged period. This study was conducted using a special test toner to comply with EPA testing protocol. The test toner was ten times more respirable than commercially available Xerox toner, and would not be functionally suitable for Xerox equipment.

¹Test results specific to this product. ²XEL-Xerox Exposure Limit

N.A. - Not Applicable N.E. -None Established N.D. -Not Determined

Section IV - Physical Data

Appearance/Odor: Black powder/odorless **Softening Range:** N.A.
Boiling Point: N.A. **Melting Point:** N.A.
Solubility in Water: Negligible **Specific Gravity (H₂O=1):** 1.1(Toner) /
4.7 (Developer)
Evaporation Rate: N.A. **Vapor Pressure@20°C (mm Hg):** N.A.
Vapor Density (Air=1): N.A. **pH:** N.A.
Volatile: N.A. (%Wgt) N.A. (%Vol.) **Volatile Organics:** N.D.

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XEROX Trade Name: XC810/XC820/XC830/XC1020/XC1040
0602

MSDS No.: A-

XC1044/XC1045/XC1245/XC1250/XC1255/XC865 Black Toner Cartridge

Section V - Fire and Explosion Data

Flash Point (Method Used): N.A.
Flammable Limits : LEL: 1.2% UEL: 9.6%
NFPA 704: Health - 0, Fire -1, Reactivity - 0
Extinguishing Media: Foam, dry chemical, CO₂, water fog.
Special Fire Fighting Procedures: Avoid inhalation of smoke. Wear protective clothing and self-contained breathing apparatus.
Fire and Explosion Hazards: Toner is a combustible powder. Like most organic materials in powder form, it can form explosive mixtures when dispersed in air.

Section VI -Reactivity Data

Stability: Stable
Hazardous Polymerization: Will Not Occur
Hazardous Decomposition Products: CO and NO_x
Incompatibility (Materials to Avoid): None

Section VII - Special Protection Information

Respiratory Protection: None required under normal use.
Eye Protection: None required.
Protective Gloves: None required.
Other: None

Section VIII - Special Precautions

Handling and Storage: None
Conditions to Avoid: Avoid prolonged inhalation of excessive dust.

Section IX - Spill, Leak, and Disposal Procedures

For spills or Leakage: Sweep up or vacuum spilled toner/developer and transfer into a sealable waste container.
Waste Disposal Method: This material is not a hazardous waste according to Federal Regulation 40 CFR 261. State and local waste disposal requirements may however be more restrictive. Consult with the appropriate State and local authorities for specific information. Incinerate only in a closed container.

Section X - Transportation Information

<u>Proper Shipping Name</u>	<u>Hazard Class</u>	<u>UN ID#</u>	<u>Packing Group</u>	<u>Exception may apply</u>
D.O.T. N.A. (Not Regulated)				
I.A.T.A. N.A.				
I.M.O. N.A.				

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