



Phaser® 840 Color Printer
Repacking the Printer

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Repacking the Color Printer and Its Accessories

It is very important that you follow the correct repacking procedure before shipping the color printer. Complete repacking is required. Failure to properly repack the printer can damage the printer's internal components. **You are responsible for any shipping damage to the printer that results from improper or inadequate packaging.**

Repacking for shipment consists of four basic tasks. Each of these tasks is explained in detail. If you have questions regarding any of the repacking procedures, call the Tektronix Customer Support Hotline at **1-800-835-6100**, or contact Tektronix online at **www.tek.com/Color_Printers/support/**.

Overview

1. Turn off the printer using the **On/Off** switch and then selecting **Shut Down For Moving Printer** at the front panel.
2. Remove the maintenance drawer, seal it in a plastic bag, and store the tray on a flat surface. *A used maintenance drawer leaks drum fluid if tipped.*
3. Make sure that the printer has completed its shut down before moving the printer (after approximately 15 minutes, the front panel goes blank); this allows the ink to solidify.
4. Repack the printer and its accessories using Tektronix-approved packing materials.

Turning off the printer

CAUTION

To avoid damaging the printer's internal components, always turn the printer power off using the On/Off switch (this places the printhead in the proper position for safe shipment). Failure to do so may result in damage to the printer's internal components during shipment. *Never turn off the printer by pulling the power cord.*

1. Use the rear-panel **On/Off** switch to turn off the printer.
2. At the front panel, immediately select **Shut Down For Moving Printer** (you have 4 seconds before the display goes blank).

The printer reports the shut down status and takes approximately 15 minutes to cool down. While it is cooling, it is recommended that you remove the maintenance drawer (see the next topic).

CAUTION

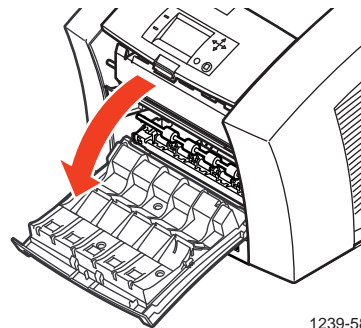
If you do not select **Shut Down For Moving Printer**, you must wait 30 minutes for the ink to solidify. Before moving the printer, always wait for the ink to solidify or you may damage the printer.

Removing the maintenance drawer

CAUTION

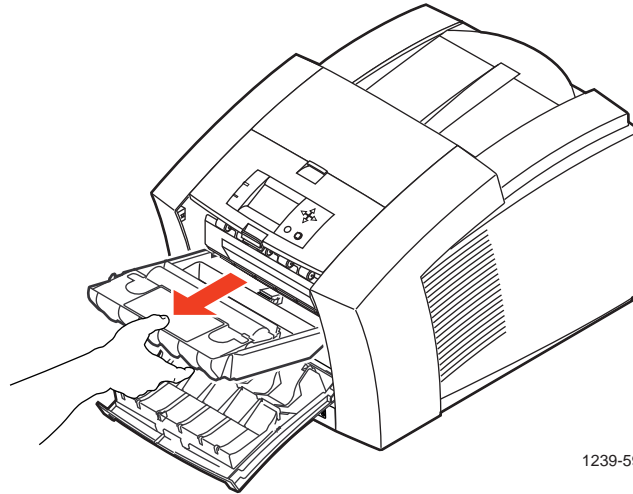
To avoid damaging the printer, always remove the maintenance drawer before moving or shipping the printer. Never ship a partially used maintenance drawer.

1. Open the printer's front cover.



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2. Remove the maintenance drawer from the printer. Once you've removed the maintenance drawer, keep it level.



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CAUTION

A used maintenance drawer leaks drum fluid if tipped. Keep the maintenance drawer level to prevent spills. Contact with maintenance drawer fluid poses no health risk.

3. Place the used maintenance drawer in a plastic bag and seal the bag. Store the used maintenance drawer for future use. *Do not ship a partially used maintenance drawer.*

Disconnecting the cables

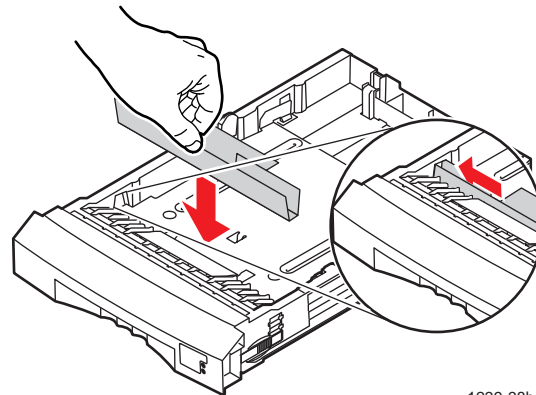
Once the printer completes its shut down process, the front panel goes blank. Once this happens, disconnect the power cord and all other cables from the printer.

Repacking the printer and its accessories

WARNING

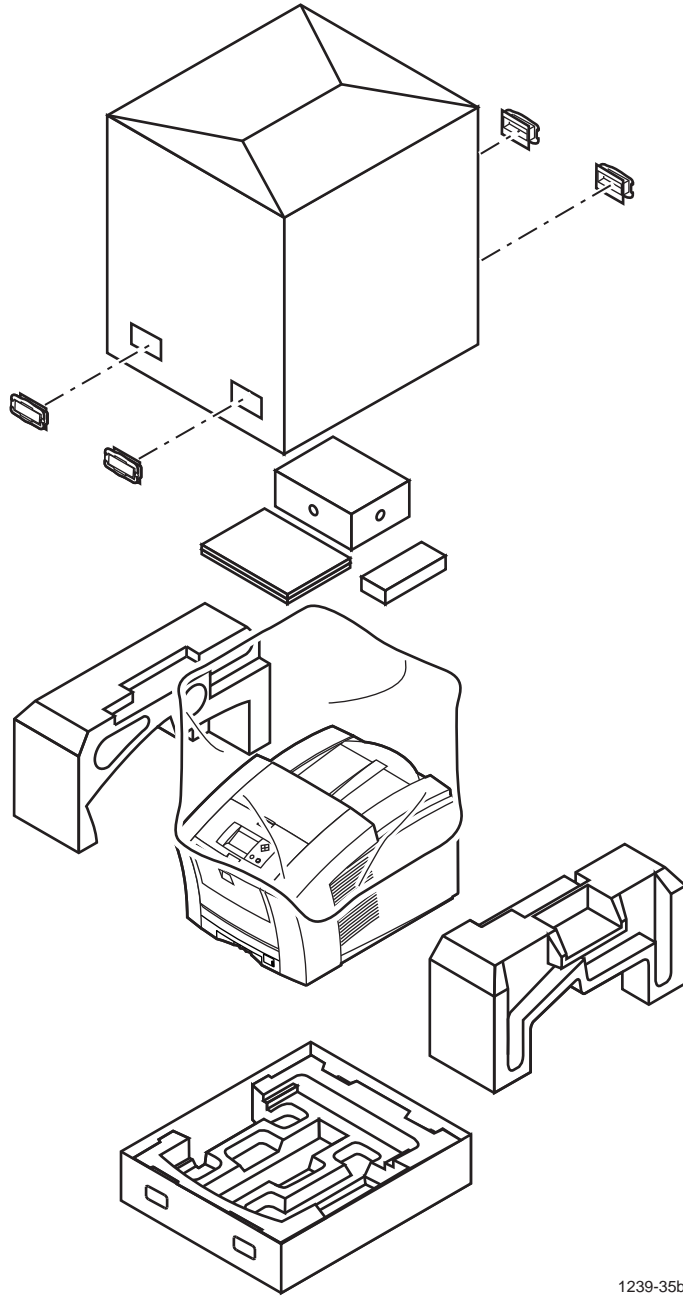
The printer weighs about 36 kg (79 lb.). Do not attempt to lift it without the assistance of another person.

1. **Repack the media tray.** Position the cardboard tray insert into the media tray to prepare it for shipping. Reinsert the media tray into the printer.



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2. **Repack the printer.** Position the lower cushion insert in the shipping tray as shown. Lower the printer onto the cushion inserts. Place the plastic bag provided over the printer. Place the cushion inserts on each side of the printer.
3. **Repack the printer's accessories.** Place the power cord, cleaning kit, and all printer documentation in the area provided in the accessories box as shown in the illustration. *Do not ship a partially used maintenance drawer.*



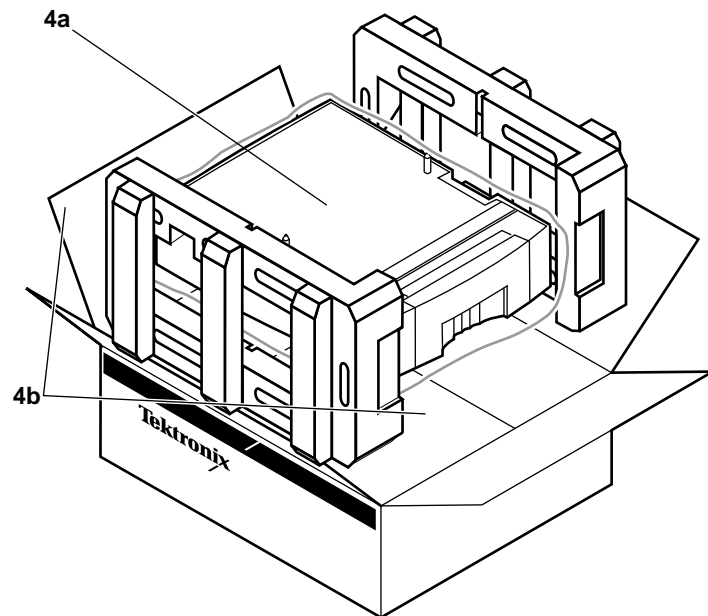
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Optional: Repack the High-Capacity Paper Tray Assembly. If you have a High-Capacity Paper Tray Assembly, repack it for shipment using the original packaging.

WARNING

The printer is not permanently attached to the High-Capacity Paper Tray Assembly. When moving the printer or High-Capacity Paper Tray Assembly, move each unit separately to avoid damage or personal injury. The printer weighs about 36 kg (79 lb.). Do not attempt to lift it without the assistance of another person.

Slide the paper tray into the High-Capacity Paper Tray Assembly and place the assembly inside the plastic shipping bag (4a). Place the front and rear cushions (4b) on the High-Capacity Paper Tray Assembly. Place the entire assembly in the cardboard box.



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