



## Prep your printer for downtime properly to avoid damage

In the event you need to shut down your printer for a period of non-use, use these instructions to minimize chances of clogged plumbing and damaging residue upon the restart.

### Inkjet printers

Applicable to: **D502, D701, D703, D1005, QSS-Green, QSS- Green II, III, IV**

- 1: Backup printer data on a CD or USB drive
- 2: Remove any paper that is loaded in the printer
- 3: Empty the ink waste tank (follow local code for ink disposal) –  
if the waste tank needs to be removed from the printer, please call our service department for guidance

**If cleaning cartridges are available follow steps 4-11.**

**If they are not available, skip steps 4-6 and leave the ink cartridges in place.**

- 4: Remove the ink cartridges
- 5: Insert cleaning cartridges -
- 6: Perform Ink Discharge -
  - Enter service mode - call the Service Hotline for the password
  - Go to Printer Information > Service Mode > Maintenance > Extension > Maintenance > Function Check > Ink Discharge.
- 7: Remove the ink absorbers, then rinse and dry them
- 8: Clean printing mount
- 9: Reattach absorbers
- 10: Shut down the printer
  - Controller Main Screen > F > Close Down Checks
- 11: Once the printer is shut down, unplug the printer

### Notes:

- ✓ Do not manually move the knob of the cleaner unit after completing the above operations. If the knob is manually moved, printhead caps may come off causing nozzles to clog
- ✓ Cleaning cartridges are recommended to ensure a thorough cleaning of ink lines and print head nozzles.



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### AgX Printers

Applicable to: **QSS 35/37/38/39 or older**

- 1: Backup printer data on a CD or USB drive
- 2: Gather items needed: Apron, goggles, gloves, vinyl hose, waste solution container, container for used chemical filters
- 3: Do a standard close down and power off the QSS. Turn off the circuit breaker.
- 4: Put on your protective gear - apron, goggles and gloves
- 5: Empty the chemical tanks into waste solution containers
  - Connect a vinyl hose to a chemical drain valve.
  - Place the other end of hose into a waste solution container.
  - Open the drain valve and drain the processing solution.
  - Repeat for each chemical tank (follow local code for chemical disposal)
- 6: Empty chemical waste tanks in to waste solution containers
- 7: Remove and dispose of all chemical filters (follow local code for disposal)
- 8: Close drain valves and fill working tanks with water – turn on the power and allow water to circulate in the tanks for about 10 minutes
- 9: Turn off power and drain the chemical tanks following procedures above
- 10: Repeat filling, circulating, and draining water from chemical tanks 1-2 times to ensure a good cleaning
- 11: Be sure to close the drain valves after completing the cleaning
- 12: Remove and rinse upper guides and squeegees
- 13: Remove and rinse processing racks
- 14: Replace racks and upper guides into the processor
- 15: Ensure power and breaker are turned off

***If you need further help, or have any questions, please contact the Call Center at 888-435-7448.***

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