



INSTALLATION & INSTRUCTION PROCEDURES FOR BEST OSAKO STITCHER

Your stitcher is covered under warranty from the up and running date. Some of the limitations of this warranty are explained in the manufacturer's guarantee card. Please read this carefully and make sure the warranty registration card is returned to Best Graphics within 10 days of the up and running date. The warranty is designed to protect you primarily against defects in material and/or workmanship. The warranty is not intended to, and cannot be applied for additional training beyond the allotted demonstration time, routine maintenance lubrication and operator related settings.

If technical support or on site service is required please call Best Graphics at 1-800-236-7603. (if outside the U.S.A. call 1-262-522-3330)

Parts ordering should also take place through Best Graphics, fax #1-262-522-3280 or call 1-800-236-7603. We have included a parts order form.

Upon completion of your stitcher installation, the installer/demonstrator must, with your assistance, complete the following:

- 1) Review the parts ordering procedure including the return and warranty policy.
- 2) Review the technical support and service request procedure.

The following items must be signed, dated and returned to Best Graphics within 10 days of the up and running date.

- 3) The manufacturer's guarantee registration card (must be complete).
- 4) The installation/demonstration checklist (must be complete).

Please make sure all items are complete and returned to:

Best Graphics Inc.
W222 N600 Cheaney Drive
Waukesha, WI 53186

Without the above mentioned items, we are unable to honor all parts and service warranties. If you have any additional questions, please contact us toll free at 1-800-236-7603.



BEST OSAKO INSTALLATION CHECKLIST FOR SERVICE PERSONNEL

Please place a check mark in the square to indicate that each question has been completed:

- 1) Confirm that all parts and accessories were shipped and complete.
- 2) Make sure the stitcher is perfectly level at all factory described leveling points. Level must be accurate +/- .02mm per linear meter, or .0005" per linear foot.
- 3) Make sure all lock nuts are tightened on leveling bolts.
- 4) All units are anchored to floor.
- 5) Rust preventative material has been removed and the machine has been thoroughly cleaned.
- 6) The incoming voltage has been verified to be correct, 220 +/- 5%.
- 7) What is the incoming voltage? _____
- 8) Rotation on pumps have been checked and phasing is correct (pumps are turning in the correct direction).
- 9) The oil tanks on stitcher and trimmer are full and pumping oil.
- 10) All manual lubrication points have been lubricated and are operating properly
- 11) All electronic limit switches have been tested and are working properly.
- 12) Check air supply to confirm minimum 60 psi.

BEST OSAKO INSTRUCTION CHECKLIST

Please place a check mark or an x to indicate that person has been properly instructed. The serviceman should mark left column, and the customer should mark the right column.

1) Safety Zones

A. Check to make sure all safety guards are in place and operating properly. Confirm that guards stop the machine when opened and prevent running when not in closed position.

Serviceman Customer

B. All stop safe buttons are working properly.

Serviceman Customer

C. Alarm button works and is audible.

Serviceman Customer

2) Warnings

A. Safety stickers affixed to machine at factory specified locations.

Serviceman Customer

3) Control Stations

A. Check to make sure all control stations are working properly.

Serviceman Customer

B. All push buttons and switches operating properly at feeders.

Serviceman Customer

C. All push buttons and switches operating properly at stitcher.

Serviceman Customer

D. All pushbuttons and switches operating properly at trimmer.

Serviceman Customer



- E. All pushbuttons and switches operating properly at delivery.
Serviceman Customer

Best Osako Instruction/Checklist

4) Feeder Pockets

- A. Demonstrate proper setup of the feeder.
Serviceman Customer
- B. Feeder head controls and functions demonstrated.
Serviceman Customer
- C. Suckers, grippers, vacuum and air blast adjusted to proper levels.
Serviceman Customer
- D. Feeder runs a variety of stock sizes and thickness trip free.
Serviceman Customer

5) Cover Feeder

- A. Demonstrate Proper Setup Of Feeder.
Serviceman Customer
- B. Feeder head controls and functions demonstrated.
Serviceman Customer
- C. Demonstrate pull guide system.
Serviceman Customer
- D. Demonstrate score unit.
Serviceman Customer
- E. Sucker, gripper, vacuum and air blast adjusted to proper levels.
Serviceman Customer
- F. Feeder runs a variety of stocks trip free.



Serviceman Customer

6) Stitcher

A. Demonstrate Proper Setup Of Stitcher.

Serviceman Customer

B. Show proper calibration of doubles caliper.

Serviceman Customer

C. Stitcher controls and functions demonstrated.

Serviceman Customer

Best Osako Instruction/Checklist

D. Demonstrate stitcher head setup.

Serviceman Customer

E. Instruct on tucker timing.

Serviceman Customer

F. Demonstrate transfer system (stitcher-to-trimmer) adjustments.

Serviceman Customer

7) Trimmer

A. Demonstrate proper setup of trimmer.

Serviceman Customer

B. Trimmer controls and functions demonstrated.

Serviceman Customer

C. Instruct on knife change.

Serviceman Customer

8) Delivery



- A. Demonstrate proper setup of delivery.
Serviceman Customer
- B. Delivery controls and functions demonstrated.
Serviceman Customer
- C. Check to make sure books deliver at all speeds.
Serviceman Customer

9) Maintenance

- A. Review Best Osako check-up and lubrication procedure (attached).
Serviceman Customer
- B. Demonstrate how to clean air filers.
Serviceman Customer
- C. Demonstrate and lubricate all manual oil and grease points.
Serviceman Customer

Best Osako Instruction/Checklist

- D. Demonstrate how to drain compressor to remove excess water.
Serviceman Customer

10) Miscellaneous

- A. Explain all written documentation, parts and service support procedure and manufacturers guarantee.
Serviceman Customer
- B. Operator has access to operating manual and has reviewed the material contained in the book.
Serviceman Customer
- C. Parts manual ordering and return procedure explained.
Serviceman Customer



D. Parts warranty policy explained and understood by manager.
Serviceman Customer

11) Options

A. Explain the operation of all optional equipment.
Serviceman Customer

B. Option #1 _____ operating properly
Serviceman Customer

C. Option #2 _____ operating properly
Serviceman Customer

D. Option #3 _____ operating properly
Serviceman Customer



Best Osako Instruction/Checklist

Trimmer Serial # _____ Model # _____

Stitcher Serial # _____ Model # _____

Customer Name

Customer Contact

Name _____ Name _____

Address _____ Address _____

City _____ City _____

State _____ Zip _____ State _____ Zip _____

Technician who installed _____ Date _____

Technician who demonstrated _____ Date _____

The installation and demonstration checklist has been explained to me or my staff. Completion of this checklist certifies that the stitcher is operational and is capable of producing commercially acceptable work.

Name of employees participating in this instruction:

1) _____ 2) _____

3) _____ 4) _____

Signature of owner or supervisor

Print name _____

Signed _____

Up and running date _____

Signature of installer and demonstrator

Print name _____ Print Name _____



Signed _____ Signed _____

Date _____ Date _____

Best Osako Instruction/Checklist

If any items pertaining to this stitcher have not been checked please explain why:

Additional comments or suggestions:

