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# MAINTENANCE SCHEDULE

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TOPIC: MK100

The following preventative maintenance schedule is recommended to keep your machine in good working condition. The benefits are

- Prevent injury to personnel.
- Optimum performance.
- Reduced down time.
- Reduced maintenance costs.
- Longer service life.

Refer to the corresponding "Technical Service Bulletin" (if applicable) for detailed instructions on how to correctly perform the maintenance procedures. Download from our website [www.ezcut.com](http://www.ezcut.com). Contact E-Z Cut at [service@ezcut.com](mailto:service@ezcut.com) or 1-800-661-5156 for assistance if you have any questions or concerns.

**IMPORTANT: FOR YOUR SAFETY ALWAYS DISCONNECT THE MACHINE FROM ITS ELECTRICAL POWER SOURCE AND AIR SUPPLY PRIOR TO PERFORMING ANY SERVICE ON THE MACHINE. FAILURE TO DO SO CAN RESULT IN SERIOUS INJURY TO PERSONNEL.**

**DAMAGED OR DEFECTIVE PARTS MUST BE REPLACED BEFORE OPERATING THE MACHINE. FAILURE TO DO SO MAY CAUSE FURTHER DAMAGE TO THE MACHINE AND SERIOUS INJURY TO PERSONNEL. USE ONLY E-Z CUT AUTHORIZED PARTS OR APPROVED SUBSTITUTES.**

## Daily

- Rotate or replace the blades in the cutter when they appear to be dull (ie difficulty cutting, or not cutting cleanly).
- Remove any debris from the surface of the machine, the cutting track and the machine's surrounding work area. If you have a compressor or vacuum, you can use it to remove the smaller fibres, etc from the machine. A compressor works best to clean the cutting track, do this from the top side along the full length of the cutting track. Cleaning is important to keep the machine functioning properly, safely and accurately. Pay attention to build-up of latex residue from the carpet backings, the cutting track may become congested. The cutter has a self-cleaning action, however simply blowing out the cutting track with a compressor is usually sufficient to prevent build-up.

- Check belts for any damage. If the lacing pins have begun to tear away from the belting it may cause damage to your material. Replace the belt if necessary.
- Check the condition of the o-rings on the measuring wheel, make sure there are two o-rings and that they are in good condition (not loose or damaged). They are there to keep the wheel from slipping during measuring. Damaged or missing o-rings can affect the measuring accuracy.
- Check the tension of the tensioner wheel (above the measuring wheel). In the "down" position it needs to be tight against the measuring wheel. Place a piece of paper between the 2 wheels, when you pull it out both wheels should turn. Adjust if necessary.
- Listen for any unusual sounds coming from the machine, this may be a rattle, squeek or grinding noise. Try to locate the source of the noise and take corrective action. An unusual noise may indicate a problem, which may require only a simple adjustment but could become more significant if not dealt with.
- Look for any oil leaking from the two roller gearboxes on the front of the machine. A seal may fail and develop a slow leak which may be barely visible, however over time the gearbox can run dry and fail. The oil may not reach the floor but rather accumulate on the motor. Usually the input seal is the one that fails, it should be replaced as soon as the leak is noticed.
- If any of the switches or buttons appear to be loose or not functioning properly, try to determine the problem and repair or replace as necessary. A loose switch or button can cause a short which may result in damage to other components and wiring and will likely blow the fuses in the machine.

### Weekly

- Visually inspect all visible components of the machine for wear, misalignment and loose or missing hardware and fasteners. Take corrective action as required.
- Strands of carpet backing and fibres tend to accumulate around the roller shafts and other moving parts, remove and inspect area for damage. Take corrective action as required.
- Inspect the glued-on belts on the rollers, if they begin to come loose re-attach or replace.
- Ensure the electrical power cord to the machine is in good condition. If any damage is visible disconnect and repair or replace.
- If your machine is equipped with foot activator strips, they should be duct taped to the floor every 3' or so to prevent damage (ie twisting and kinking). Replace tape as necessary.

## Monthly

- Remove the cutting table end covers (located at each end of the cutting table). The end covers are held attached to the cutting track with one screw located at the end. Once the screw is removed the cover should slide off, however on older machines there may be some rusting which makes the removal slightly more difficult, a pry bar and hammer may be required. Once off, remove the debris that has accumulated. A vacuum works well for this, however removing the bulk by hand and blowing out the remainder with a compressor works also. Inspect the cutter cable and end pulleys, the cable coating must be intact and the pulleys should not be chipped, cracked or otherwise damaged, and they should turn freely and be centered on the shaft. Take corrective action as required.

- The roll-up arm has a latching mechanism at the front. This is what holds the roll-up arm in position, pulling up on the release lever releases it so the roll-up arm can be moved. The pin that fits into the notches on the arm has a metal sleeve, inspect the sleeve for wear. If the wear is significant replace the sleeve, otherwise the pin that supports it will get damaged and the latch would then need to be repaired or replaced. Clean the old grease from the sleeve and re-grease.

- The roll-up arm has a sliding pin at the back of the machine that can be manually moved into position to provide additional support for the roll-up arm for heavy rolls. Make sure it remains in the retracted position when not used. Re-grease if necessary.

## Annually

- Change the oil in the two roller gearboxes on the front of the machine that drive the rollers.

- Remove the chain cover at the front of the machine and inspect the two sprockets and chain for alignment and wear. The set screws on the sprockets can become loose and the sprockets can move. The machine will still function but the chain will stretch and become noisy, it may also eventually break. The teeth on the sprockets may also wear and the sprockets may need to be replaced. Also, the chain and sprockets may rub against the machine or cover and make a noise, it may also eventually wear a hole in the cover which would then need to be replaced for safety reasons.

- Remove the electrical compartment cover and clean out any debris that may have accumulated. For this a vacuum is recommended, using a compressor may force debris into the electronic components. If a vacuum is not available, remove as much debris as possible by hand.

- Re-align the rollers. The set screws on the bearings and gearboxes can become loose and the rollers may move out of position.

- Ensure that the roll-up arm is positioned correctly. The set screws on the bearings can become loose and the arm may move out of position. The arm must sit approximately centered on the front latching mechanism pin.

- Grease the four castor wheels.

- Inspect the belt guides and reposition if they have been bent out of position. This is usually only required when the belt guide is rubbing against the roller).

- The measuring wheel is attached to a shaft, make sure the set screw is tight and the wheel is positioned so that there is approximately 1/16" gap between the wheel and the table on the front side of the wheel.
- Inspect the cutter for excessive wear or damage.
- Try to twist the cutter side-to-side and up-and-down, there should be only minimal play. If it moves significantly or in extreme cases the blade hits the table, the guide block needs to be replaced.
- The bearings do not require greasing, they are factory sealed for rotation. The fittings are there for when the bearings are used in pivoting applications. However, a small amount of grease is acceptable, clean off any excess.
- Remove the shuttle wheels (on the rockers between the two left side rollers). Clean and re-grease. Do not overtighten when re-assembling.
- Inspect and tighten all hardware (bolts, nuts, screws, etc).
- Inspect all pneumatic cylinders, fittings and air lines for damage or leaking.