



**MEYERCORD**

**“M”- Stamp Line  
Installation/Operation Manual**

(#206-732)

The Meyercord Company reserves the right to make necessary alterations in the machine specifications to meet customer requirements. Some illustrations and information in this manual may not exactly match in detail each machine.

The contents of this manual have been prepared to help you troubleshoot and understand the machine you have just received. Keep this manual available for quick reference. After reading the following manual you should be able to setup, inspect and maintain your Meyercord Stamp Machine. A troubleshooting section will help you identify and correct problems from the observed symptoms of the machine.

**Caution: Do not remove or override any safety guarding from this machine. The guarding has been provided to protect your personnel from moving machine parts which can cause serious injury.**

## 1.2 - Important Phone Numbers

**Information, Orders, & Technical Support:**

1-800-639-3799

**Revenue Service Fax:**

1-630-682-6365

**Parts Dept. Fax:**

1-630-682-6353

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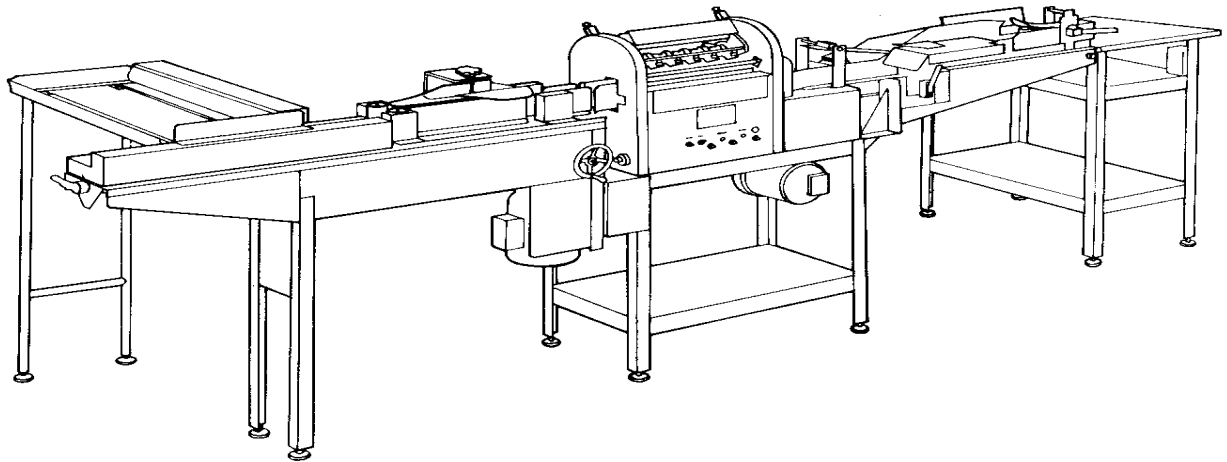
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# SAFETY FIRST

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Before running this equipment, become familiar with the controls and know how to properly operate it. Before cleaning, inspecting or adjusting your equipment, turn off the drive motors and make absolutely sure all belts and moving parts have stopped. Don't reach into the stamp machine while the power is on. If you should accidentally activate the carton sensor, the machine will cycle. If you must push a carton through the stamp machine, use an old stamp roll core or stick. Remember to keep your hands clear of the stamp iron when the machine is in the running mode. Never operate the stamp equipment without proper guards, plates or safety devices in place. Finally, do not allow untrained or unauthorized individuals to operate the equipment.

# KNOW YOUR EQUIPMENT



As an operator you will be working with the “M” stamp line day after day. Your work will be easier, more pleasant and trouble-free if you make a special point of getting acquainted with it. You will be surprised how quickly you can learn to make simple adjustments which are occasionally necessary for proper transfer of stamps.

The purpose of this line is to apply Meyercord Fuson Tax Stamps efficiently on cigarette packages. Unopened cigarette cartons are fed into the system, first passing through the automatic opener where the carton flaps are opened and folded back. The cartons next enter the stamp machine where heat and pressure transfers the tax stamps to the cigarette packages. Once the stamps are fused to the packs, the cartons pass through to the closer which applies glue and reseals the carton flaps. They are then put back in the case and readied for shipment.

# INSTALLATION REQUIREMENTS: ELECTRICAL

To assure a correct and safe operation, the following electrical service must be provided according to specific line configurations. (A minimum Service Access Clearance of 18” must be maintained around all equipment.)

## Stamp Machine Configurations-

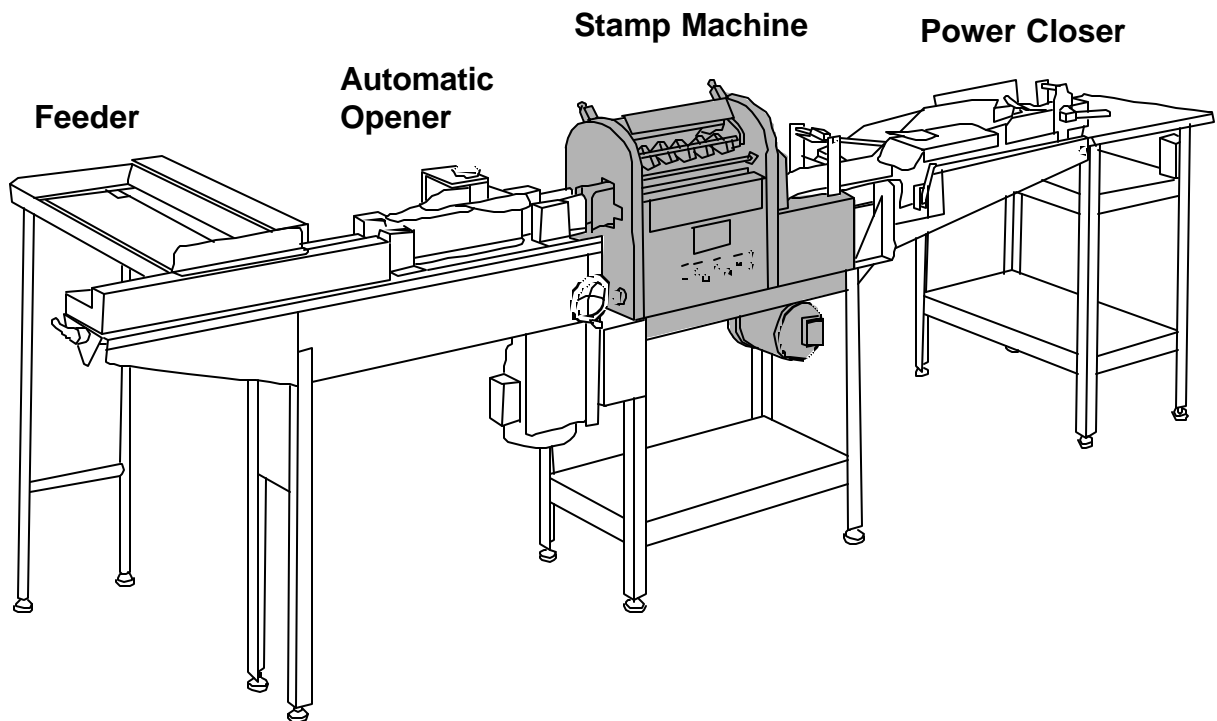
**Automatic** - A 120VAC, 30 Amp circuit (conforming to local codes) must be connected to a NEMA #L53OR receptacle. This receptacle must be installed within 5 feet of the equipment. This must be a dedicated circuit - do not connect any other electrical devices to this circuit. Approximate installation time under normal conditions is 4 hours.

**Tandem** - A 240VAC 60hz, single phase, 4-wire, 30 Amp circuit (conforming to local codes) must be connected to a NEMA #L1430R receptacle located within 5 feet of the equipment. Points “X” and “Y” must be hot. This must be a dedicated circuit - do not connect any other electrical devices to this circuit. Approximate installation time under normal conditions is 6 hours.

**Semi-Automatic w/ Carton Return** - Two 120VAC single 20 Amp circuits (conforming to local codes) must be connected to two standard, 3-prong receptacles located within 5 feet of the equipment. Points “X” and “Y” must be hot. This must be a dedicated circuit - do not connect any other electrical devices to this circuit. Approximate installation time under normal conditions is 4 hours.

**Semi-Automatic** - A 120VAC single phase, 20 Amp circuit (conforming to local codes) must be connected to a standard, 3-prong receptacle located within 5 feet of the equipment. This must be a dedicated circuit - do not connect any other electrical devices to this circuit. Approximate installation time under normal conditions is 4 hours.

# STAMP MACHINE SPECIFICATIONS



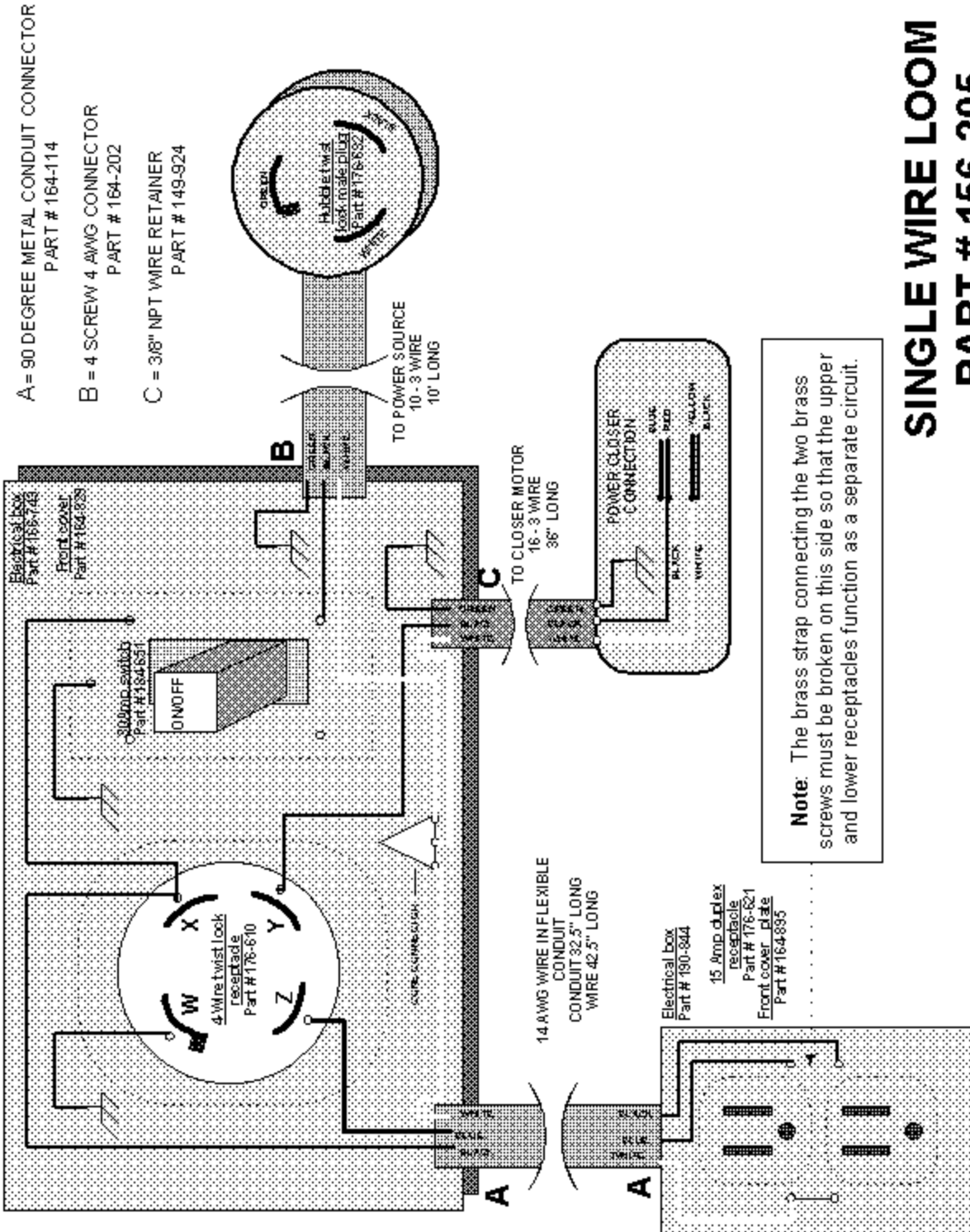
## GENERAL

Stamping Speed	+/- 90 cartons per min.
Gross Weight	154 lbs.
Electrical Requirements	120VAC, 30 Amps Dedicated line

## MAIN FRAME DIMENSIONS

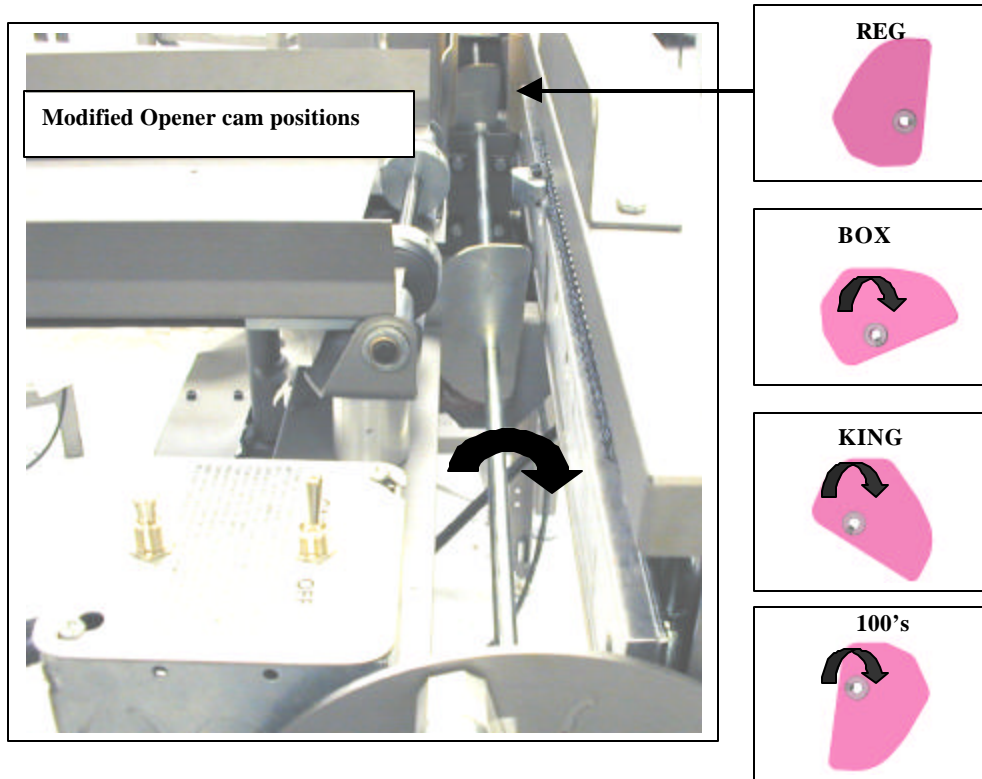
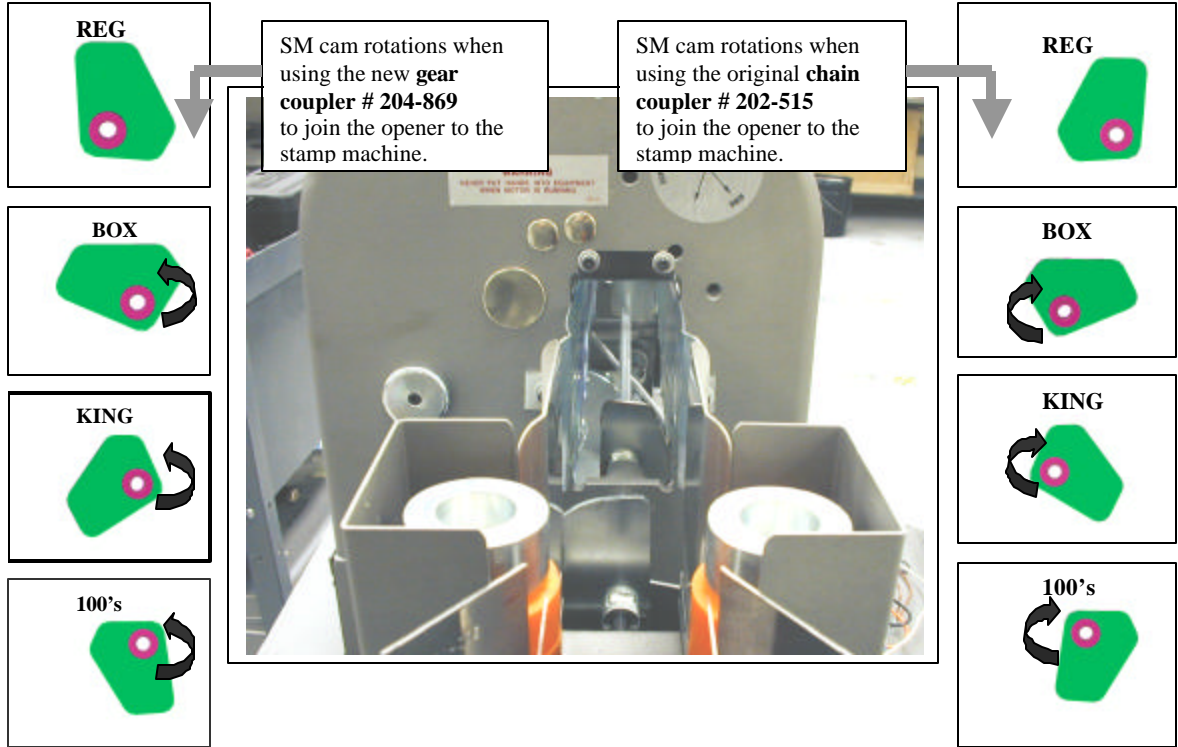
Length	32.0"
Height	46.0"
Width	15.0"
Lowest frame brace above ground	7.0"

# SINGLE WIRE LOOM

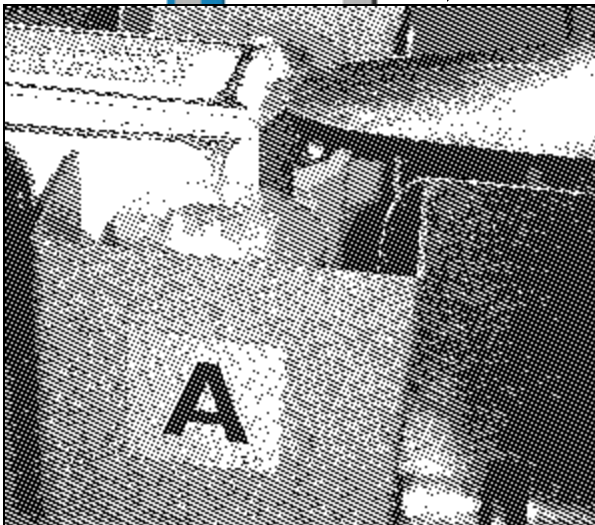
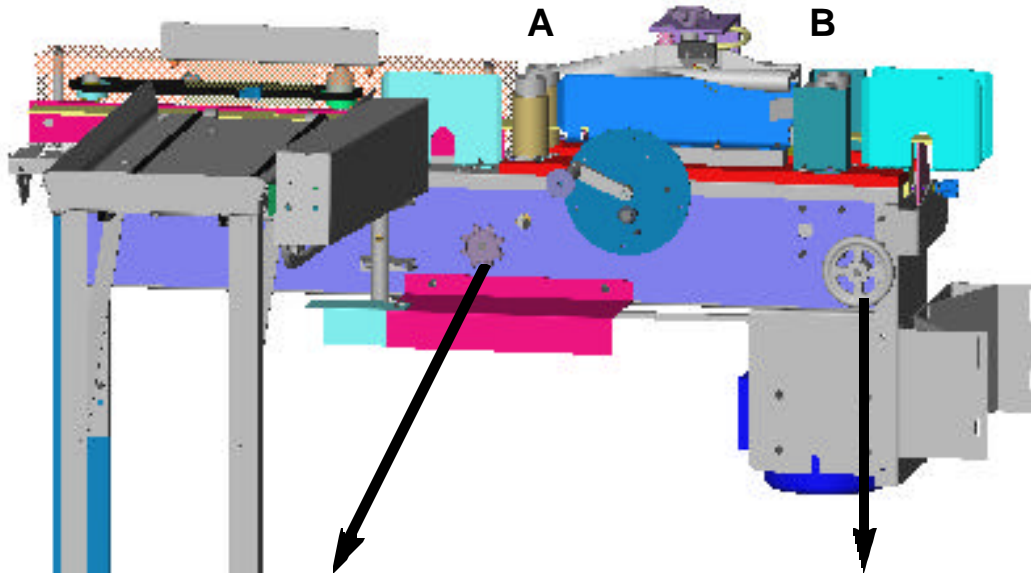


## SINGLE WIRE LOOM PART # 156-205

# OPENER TO STAMPER COUPLING

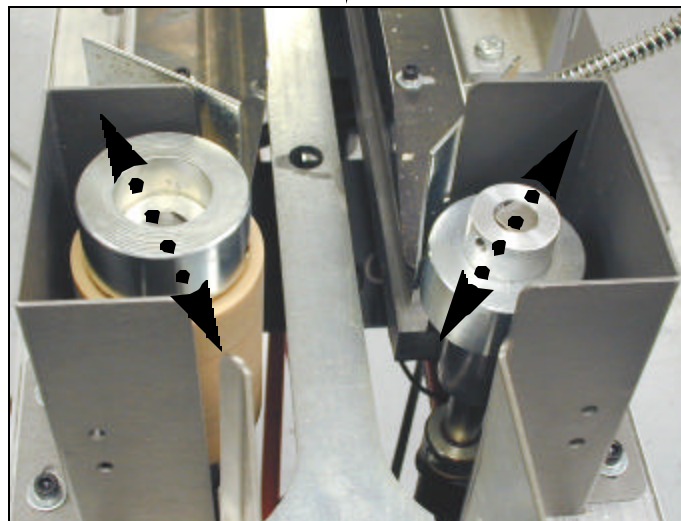


# OPENER ADJUSTMENTS



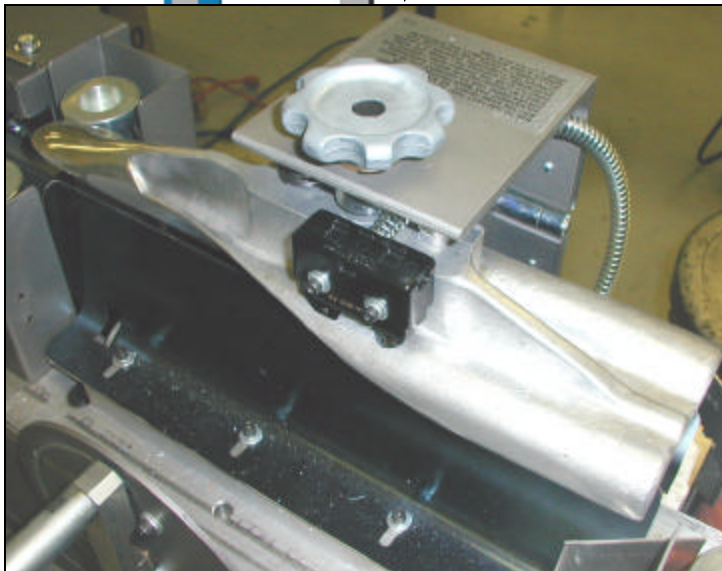
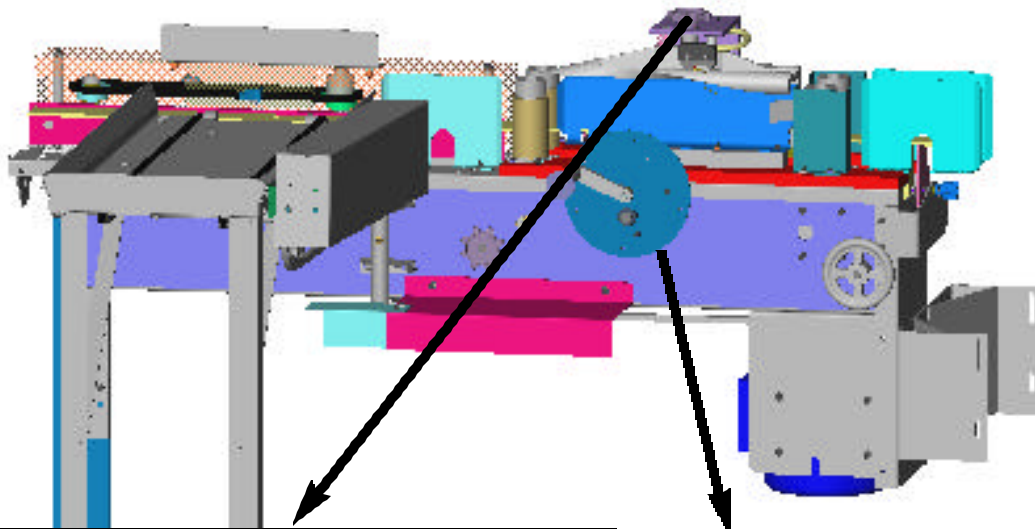
## "A" ROLLERS

The "A" rollers introduce cartons to the opener and squeezes the cartons, forming a bow in the top of the flaps, so it will properly feed into the opener horn. Adjust the wheel until you see a slight pucker in the carton flaps.



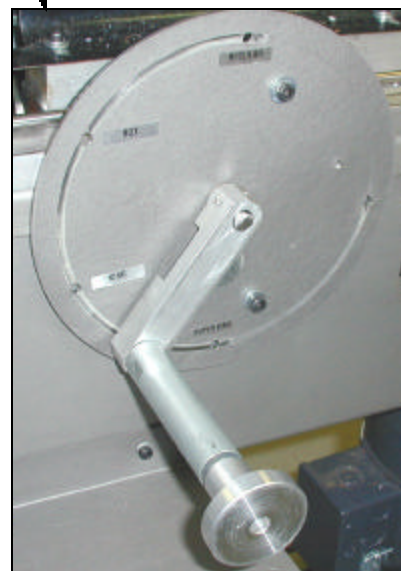
## "B" ROLLERS

The "B" rollers are adjusted by turning the large adjusting wheel so the rollers move outward and away from the stamper (for larger cartons) or inward and toward the stamper for smaller cartons. This adjustment affects the carton's position in the stamp machine, and ultimately the stamp placement on the packages. Use just enough pressure to properly feed the cartons. Excessive or inadequate pressure will cause stamping problems.



### **HORN ADJUSTMENT**

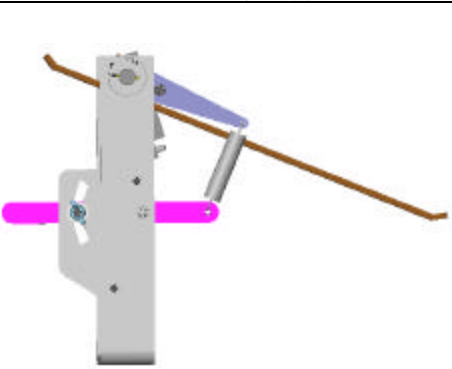
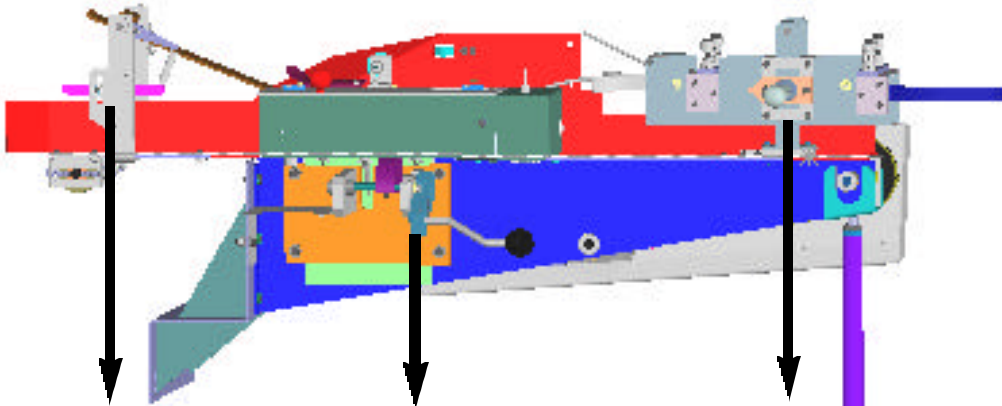
The opener horn is the device that opens the carton flaps. The small knob directly above the horn changes the horn height in relation to the carton. To establish the proper height, open one carton and place it under the horn. When adjusted properly, the toe on the leading edge of the horn should rest lightly on the top surface of the cigarette packs. This setting may need changing from time to time to compensate for variations in "same" carton sizes from different manufacturers.



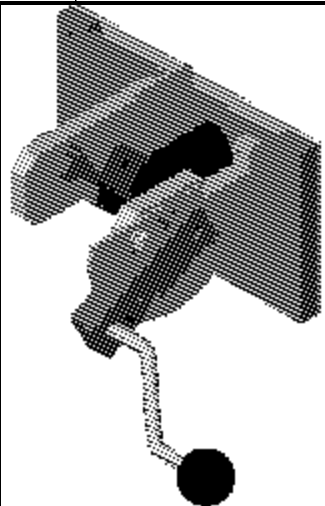
### **HEIGHT ADJUSTMENT**

Moving the handle up or down enables you to adjust the trough height for the various sizes of cigarettes such as Regulars, Box, King Size, and 100's. The adjusting handle acts as a pointer and indicates the correct setting for the cigarette size you wish to stamp. Remember, as you switch from one cigarette size to another, you will need to change this adjustment.

# POWER CLOSER ADJUSTMENTS



The **Carton Knock-down** should be in the down position (as shown). Its purpose is to deflect shorter cartons down as they exit the stamp machine.



Both cold and hot glue pots are designed to accommodate different size cartons. Simply set the **Elevator Adjustment** so that the carton flap aligns with the glue pot. The elevator lever will correspond with the appropriate carton size markings.



The **Flap Re-folder** is adjusted correctly when the overhead plate rests on top of the carton without excessive carton resistance. Its purpose is to reposition the flaps after glue is applied.

### **Cold Glue**

The glue pot applies a line of glue to the short flap then the flap re-folder reseals the cartons. Check for an adequate glue supply by removing the top cover of the glue pot. The proper glue level is about 2/3 full. Use of a water based resin adhesive is recommended. Check that the glue wheel is turning freely and examine the brass “fork” that surrounds the wheel. The inside of the fork should be clean and glue should be flowing onto the wheel as you rotate it. If you detect a problem, you may need to remove the old glue and rinse with hot water. When you finish stamping for the day, clean the glue pot and submerge it overnight in a pail of water.

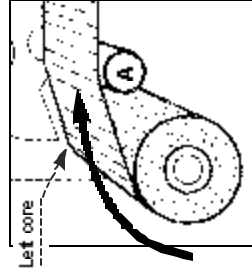
### **Hot Glue**

The hot melt glue system works on the same principle as cold glue, but operates on electricity and uses a special gluing formula in the form of hard glue chips. These chips are placed inside the hot melt glue tank, which liquefy when the tank is heated. This type of glue tank does not require daily removal and cleaning.

## Stamp Loading

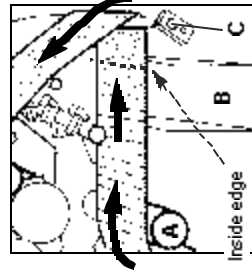
1 Before installation, **turn OFF the main switch**. Remove any old paper still threaded in the machine. Insert the roll by pulling the external knob of the right core holder **away** from the machine.

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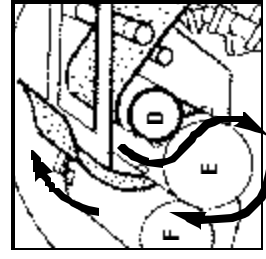
Insert the stamp roll so it is centered and held firmly between the two core holders. It is very important that the stamp roll sits flush against the left core holder. The paper must lead off the top of the roll.

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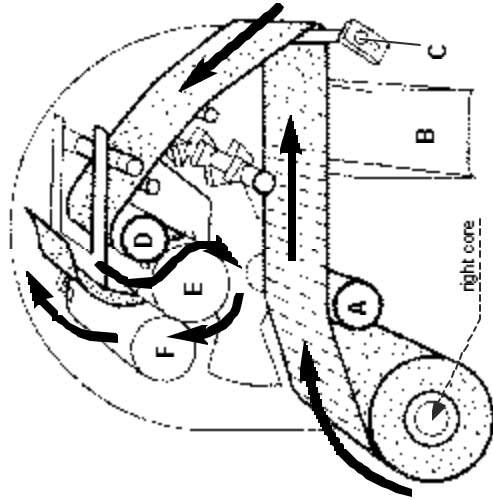
2 Pass the stamp paper over the fiber roller (A), over the trough (B), and under the brass roller (C). Pull the paper until the first row of stamps lines up to the inside edge of the front trough side.

Pass the stamp paper over the fiber roller (A), over the trough (B), and under the brass roller (C). Pull the paper until the first row of stamps lines up to the inside edge of the front trough side.



3 Thread the paper between the two black shafts, over and between the tan roller (D), and the peg roller (E). Wrap the paper around the peg roller and beneath the next pressure roller (F). The holes in the paper should line up on the pegs (E).

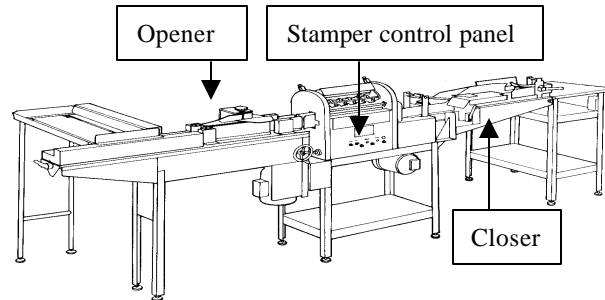
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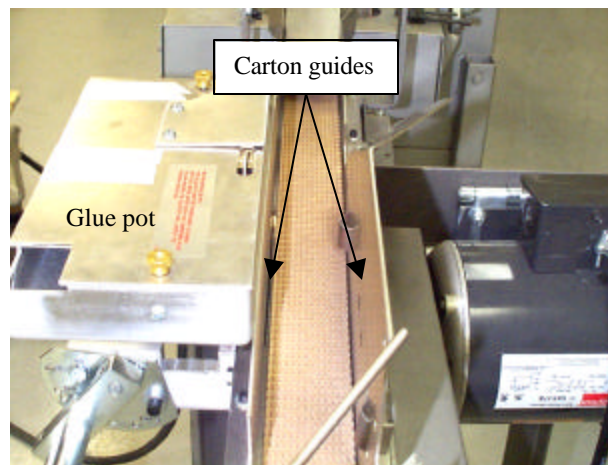


# PREPARE TO OPERATE EQUIPMENT

1. Flip **MAIN** toggle switch on stamper control panel to **ON**.
2. Flip **HEATER** toggle switch to **ON**, turning on heater iron.



3. Clean the inside of the carton guides, on a daily basis, with “Choreboy” while waiting for iron to heat up. Heater light goes out when iron is heated. (about 20 minutes)



4. If glue in glue pot is not consistency of wet paste, pot needs to be cleaned:
  - Remove pot and rinse in hot water, removing old glue.
5. If glue pot is empty, add glue from jug underneath closer. Fill pot 2/3 full, being careful not to Overfill. Check glue level every half-hour, depending on volume of cigarettes stamped.
5. Follow directions next to stamper to thread stamps in stamper, using about 2 feet of blank leading edge, cut to point.
6. Turn one case over on table with **end** of case facing you.
7. Lift case about 2” off cartons and check if the large carton flaps are facing you. If so, go to step 8.
  - If not, turn the case around and proceed with the next step.

8. Pull case off cartons and set empty case next to the angle table at the end of the stamp line.



9. If operators are not sure what size cartons you are about to stamp, have a supervisor make a size chart (PICTURED BELOW) so you can hold a carton up against it to properly determine the size.

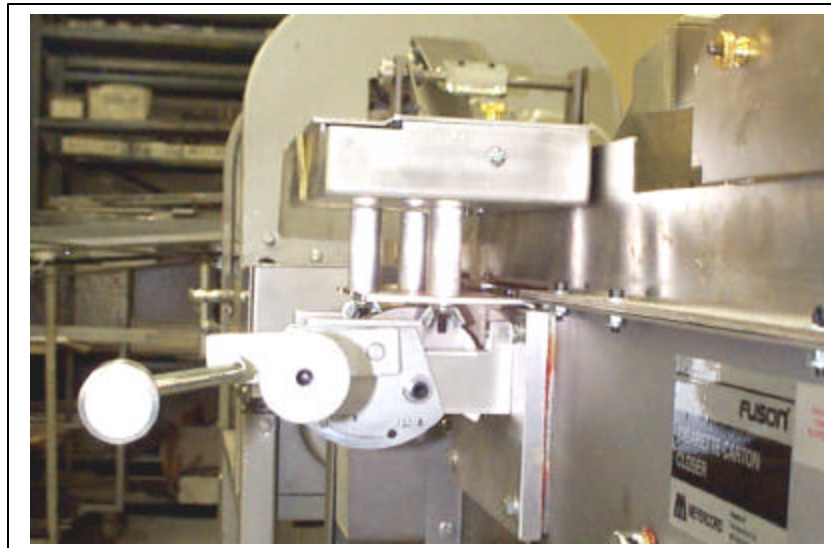
REGULAR
BOX
KING
100'S

10. Turn lever on the **opener** frame to match position for size carton to be stamped.

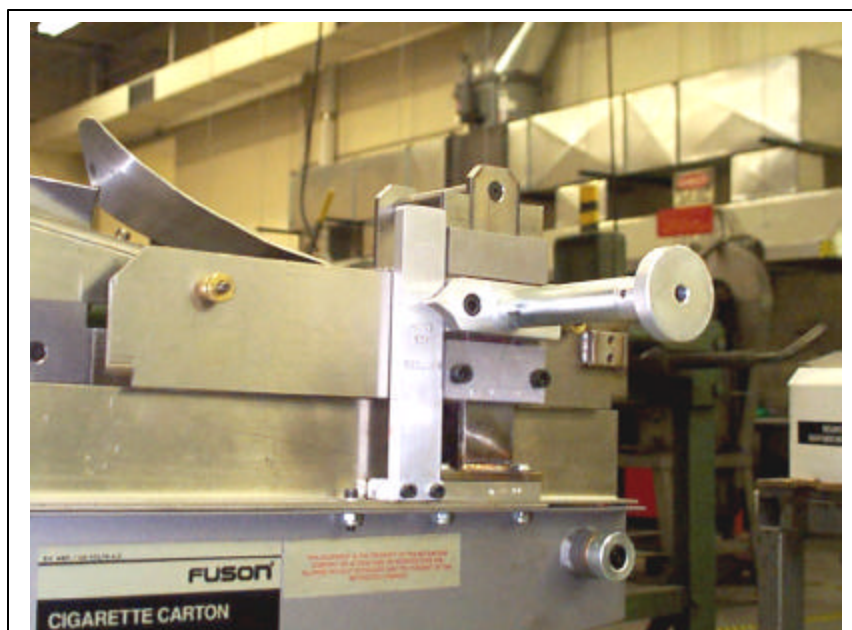


**SUPER KINGS = 100'S**  
**BOX = King size cigarettes packaged in a box instead of a soft pack**

11. Adjust lever under glue pot so arrow points to size carton to be stamped.



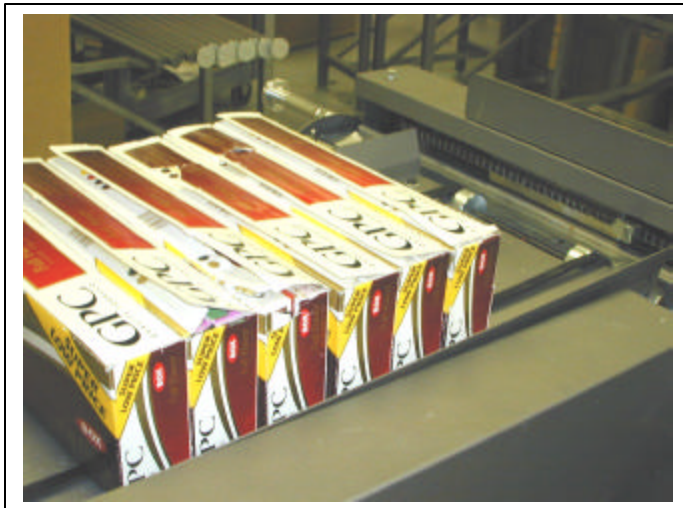
12. Adjust handle on side of the **closer** “doghouse” so arrow points to size carton to be stamped.



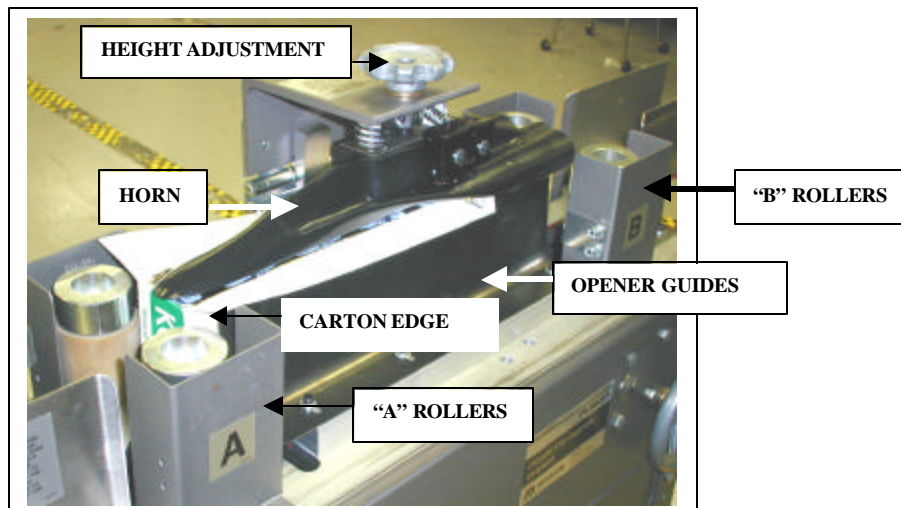
13. Turn 6 cartons at a time so **long wide flap is on top and opens away from you**. Place cartons on feed conveyor so they can feed into the opener.

If any end is not sealed, tape end closed to prevent cartons from getting jammed in stamper.

Glance across cartons to make sure all are facing correct direction.

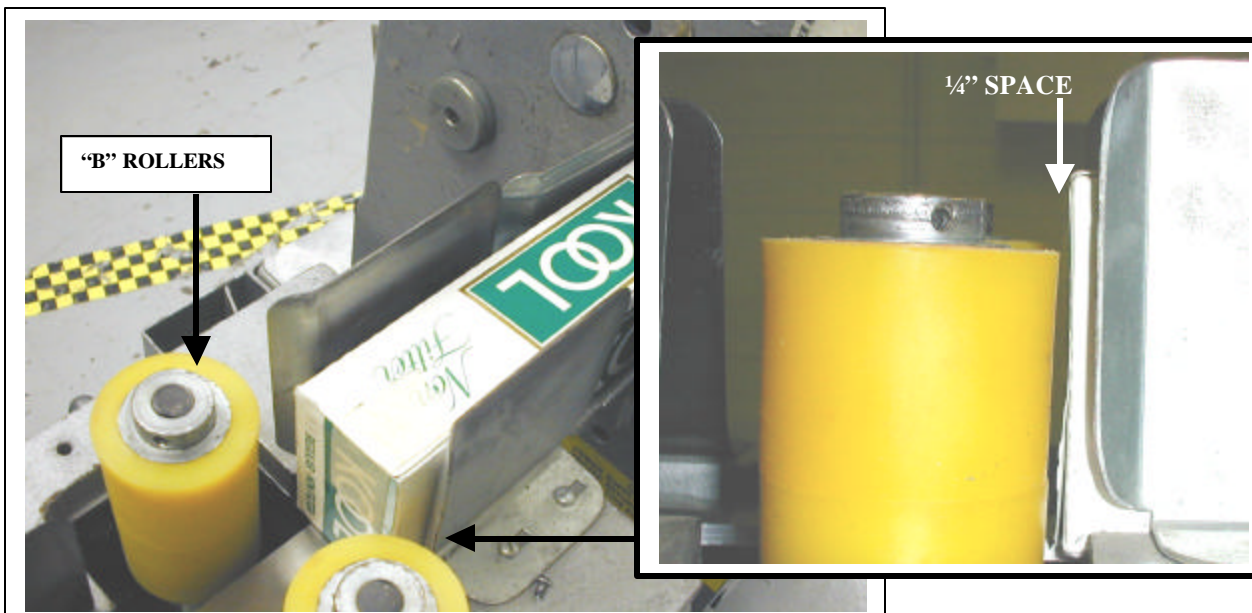
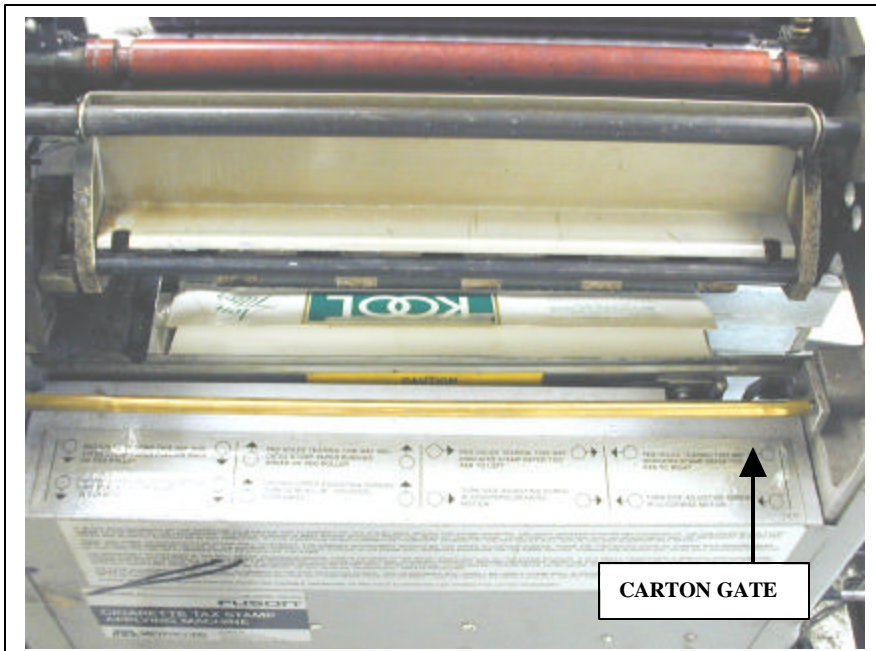


14. Place an opened carton between the opener guides and lower the opener horn. Using the opener height adjusting wheel, turn the handle until the horn is slightly resting on top of the carton edge.



15. Adjust "A" rollers to apply enough side pressure that produces a slight pucker on the end flap of the cigarette carton. **This prevents cartons from jamming at the tip of the opener horn.**

16. Adjust “B” rollers in respect to the size carton you are stamping. The larger the carton, the further back (away from the stamp machine) the “B” rollers should be placed. The best way to visualize this is **“back for box...forward for all others”**.
17. To be accustomed to this adjustment, start by placing a carton of cigarettes inside the stamp machine up to the point where the carton “gate” is located (viewed below). Now place a second carton of cigarettes directly behind the first so that the ends are touching.



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18. Flip motor toggle switch on stamper control panel to **ON**, turning on stamp machine.
  19. Flip toggle switch feed conveyor to **ON**, to start feeding cartons into opener. If there is no problem, cartons will start feeding automatically through opener, stamper, past glue pot and closer.
  20. If carton stops under opener horn, lift horn and fold both flaps down against guides and lower the horn. If conveyer does not start automatically, press reset button to start conveyor.
  21. If you run out of stamps, flip the **MOTOR** toggle switch to **OFF** and follow chart on stamp machine to thread a new roll of stamps.
  22. If leaving machine for for a short time (e.g lunch break, end of shift):
    - Flip **MOTOR** switch on stamper control pane to **OFF**.
    - When you return to machine, flip **MOTOR** switch to **ON**