

VACPAK-IT

VACUUM PACKAGING MACHINE

CARE AND MAINTENANCE GUIDE

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PREVENTATIVE MAINTENANCE

Daily

- Clean the vacuum sealer after each day's use or when the machine is dirty.

Weekly

- Check the oil. The oil should be clear, not cloudy, and free of bubbles.
Note: After the first 20 hours of use, change the oil. Further oil changes should occur (at least) after every 50 hours of use or every 6 months.
- Inspect the sealing bar for damage. Replace seal tape if the seal quality is no longer sufficient or if the seal tape is no longer tight and straight on the sealing bar. If the seal wire is damaged, the entire seal bar will need to be replaced.
- Inspect the lid gasket and replace it when the gasket is damaged or stretched.

ROUTINE CLEANING

- After each day's use or when the machine is dirty, remove the seal bar and wipe down the chamber, lid, and exterior with a damp cloth and mild soap to remove food particles and other debris.
Note: A recommended mild cleanser can be found [here](#).
- The seal bar should be wiped clean with a damp cloth only.
- Never use an acetone, acetone-based or abrasive cleaner on the lid or other plastic parts. Parts can become discolored, scratched, or even appear burned if these materials are used.
- The stainless steel housing should be cleaned and cared for by using a traditional stainless steel cleaning material.
Note: A recommended stainless steel cleaner can be found [here](#).
- Inspect the power cord for tears, frays, or other damage. Do not use machine if the power cord is damaged.

STORING

Store the unit in a clean, dry place, with the lid lock in place. Keep it away from water and harsh chemicals.

CHANGING THE OIL

Note: Check your oil level at least once a week. Your oil level should be at least halfway up the sight glass. The oil should be clear, not cloudy, and free of bubbles.

Note: The amount of times your oil will need to be changed varies and depends on the working conditions, environment, and the usage of your vacuum pump, but it is recommended to change the oil at least every 50 working hours or every 6 months, whichever comes first.

Required Supplies

- Vacuum Packaging Machine Pump Oil
 - Empty Oil Bottle with Spout
 - Phillips Head Screwdriver
 - Adjustable Wrench
 - Oil Drain Pan or Container
1. Warm up the current pump oil by running the machine for a few cycles.
 2. Turn the unit off and disconnect the power cable from the outlet.
 3. Remove the back panel of the unit by unscrewing the four corner screws. Locate the oil drain bolt under the unit's housing.
Note: For floor units, the fill and drain ports are located on the right side of the machine.
 4. Place an oil drain pan or container under the drain bolt. Remove the bolt and the oil will begin to drain.
 5. Once all oil has been drained, replace the oil drain bolt on the pump.
Note: Dispose of used machine oil properly according to your local and state regulations.
 6. Remove the oil fill bolt located on the vacuum pump using a wrench or similar tool.
 7. Fill the pump with oil until the level is at least halfway up the sight glass. (Approx. 3.5 oz. of oil).
 8. Replace the oil fill bolt on the vacuum pump, and then replace the back panel on the unit.
 9. The oil has successfully been replaced and the unit is ready to use.
Note: A recommended vacuum packaging machine pump oil can be found [here](#).

HOW TO REPLACE SEAL BAR

1. Unplug the machine from the power outlet and wait until seal bars are cool to the touch.
2. Gently remove the seal bar from the machine.
3. Insert a new seal bar into the machine where the old one came out of.
Note: A recommended replacement seal bar can be found [here](#).

HOW TO REPLACE SEAL BAR TAPE

1. Unplug the machine for the power outlet and wait until seal bars are cool to the touch.
2. Loosen the tape from the ends of the seal bar, using a box cutter if necessary, being careful to avoid damaging the seal wire.
3. Gently lift the seal bar out of the machine.
4. Using a box cutter, pry or loosen the tape from the ends of the seal bar, being careful to avoid touching the seal wire.
5. Remove the tape from both sides of the bar.
6. Take the new tape and lay it on a flat surface with the paper side up.
7. Remove the paper that covers the sticky part of the tape, on one side.
8. Turn the seal bar upside down and lay it in the middle of the tape.
9. Gently roll the seal bar over on top of the sticky part of the tape, so it covers that side.
10. Roll the bar back up and repeat on the other side.
11. Fold the tape over the ends and trim.

Note: A recommended replacement seal bar tape can be found [here](#).

HOW TO REPLACE LID GASKETS

When the gasket on your vacuum packaging machine wears out, replacing it is quick and easy! Simply pull the old gasket out and snap a new one into place. Trim the replacement gasket in the case of excess. There are no sticky adhesives to worry about.

Note: A recommended replacement gasket can be found [here](#).

REPLACING THE FUSE

1. Turn off and unplug the machine from the power outlet.
2. Open the cover of the fuse case located at the back of the machine where the unit connects to the power cord.

Note: Tweezers may aid in gently prying the cover from fuse case.

3. Remove the defected fuse.
4. Install the new fuse and close the case cover.

Note: A recommended replacement fuse can be found [here](#).