



## Original Instruction Manual



### M-204 Manual Gummed Tape Dispenser

Manufacturer: Kingnode (Fujian) Technology Co., Ltd.  
Address: No.11 Xiazhai Road, Hua An Economic Development Zone,  
Zhangzhou, Fujian, 363000, China.  
Email: [info@kingnodetech.com](mailto:info@kingnodetech.com)  
Website: [www.kingnodetech.com](http://www.kingnodetech.com)

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## Part I Preface

Thanks for choosing our M-204 Water-Activated Tape (WAT) Dispenser, we hope it can bring you a satisfactory sealing experience.

◆ This Original Instruction Manual only provides necessary information about the operation, maintenance, and repair of the M-204 Manual WAT Dispenser, does not serve as a warranty of the product.

◆ In order to provide better service to our users, we reserve the right to make necessary revisions and improvements to this instruction manual without notifying users in advance.

◆ This manual is used as a technical guidance for the operation of the product. Please be sure to read it carefully before using the product to ensure that you can fully understand the product performance and use the product more correctly and safely.



## Part II Safety Precautions

In order to avoid any harm to the product and personal injury caused by improper disposal of the equipment, please read and follow the safety instructions accordingly:

1. During the storage, transportation and handling of this product, please guard against squeezing, falling and impacting, so as to avoid deformation and damage of equipment parts, which will affect the performance of the product.
2. Since the product contains sharp parts such as cutting knife, the product should be placed and used away from children's reach to avoid personal injury.
3. Please read this operation manual carefully before using the equipment to ensure that you have fully understood the performance of the equipment and mastered the correct operation and maintenance methods.

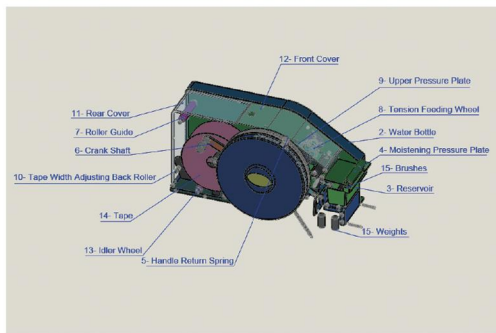
## Part III Technical Data and Illustration

### Technical Data

Technical Data Of P-204 Series WAT Kraft Paper Tape Dispenser:

MODEL	M-204
Carton Dimension (mm)	520*255*295
Product Dimension (mm)	470*275*248
Gross Weight (kg)/Net Weight (kg)	9.0 / 8.1
Tape Width (mm)	≤76
Dispensing Length (mm)	15-75
Diameter Roll (mm)	≤200
Capacity of Water Bottle (L)	2.3
Brushes (piece/set)	2
Pressure Plate Weight (piece/set)	3
Operating Temp Range (°C)	0°C ~ +45°C
Working Humidity Range (%)	5%-95% (non-condensation)

### Illustration of the Machine



## Part IV Operating Instructions

The specific operation method of M-204 is as follows:

### First Step: Fill Water.

Remove the water bottle from the dispenser. Fill water up to 4/5 volume of water bottle. Wait for the water filling up the reservoir to a appropriate height. Install water bottle to the original position to finish the filling process.

### Second Step: Install the Tape Roll.

Open the front and rear covers, pull the spring pressure roller and remove the pressure plate. Place the water-activated tape roll (gummed side down) on the two rollers. Pull the tape (front-end) backwards through the feed roller (gummed side down) and make it under the pressure roller. Put the press plate back to its original position to complete the installation.

### Third Step: Increase/Decrease the Weight on Pressure Plate.

We need to make sure the two brushes totally in wet condition and the brushes at their right angle. When choose reinforced water activated paper tape, the weight (fixed on the bottom plate at the outlet side and needs to unscrew) on press plate needs to be installed into the cylinder to ensure the tape wet evenly. If use non-reinforced water-activated tape, whether to install the weight or not is subject to the actual tape thickness, to ensure the best wet water effect.

### Fourth Step: Slitting Operation.

Determine the length of the tape that needs to be slit, compare the length value on the length disc, gently pull up the length circlip and move it to a specific length position to complete the slitting length setting. Then quickly pull the handle on the length disc to the position of the length circlip and release it to complete a preset length cutting operation.

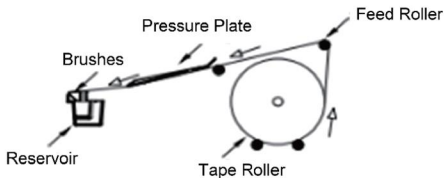


Figure 1: Introduction Diagram for Placing the Tape Roll

## ■ Part V Daily Maintenance

1. Check the water level of the Water Bottle frequently, to avoid uneven moistening due to a shortage of water.
2. Wash out of the gum accumulated on the blade or brushes with mild soap water or detergent from time to time, to ensure good moistening effect. Make sure the spout of the Water Bottle and Reservoir are clean.
3. All the rotating parts such as shafts or gears require a few drops of lubricant occasionally, so as to ensure smooth operation of the machine.
4. In case of paper jam, it is necessary to check and clean the tape path carefully to avoid tape jam or block again.

## Part VI Common Troubleshooting

This equipment may malfunction due to improper installation or operation during use. In order not to affect your use, we recommend that you follow the following methods to troubleshoot and resolve the fault.

S/N	Machine Failures	Failure Analysis	Troubleshooting measures
1	Unevenness of the moistening, sticking and sealing is not firm.	(1) Accumulation of gum jammed on the tape path, brushes, or on the tip of the spout of the water bottle. (2) Insufficient amount of water in the water bottle or reservoir. (3) User replaced with defective brushes or improper installation of the brushes. (4) Inferior quality of the water activated tape used. (5) The sealing tape is not pressed evenly.	(1) Scrape out all the possible accumulation of gum from the tape path, the tip of the spout, wash the brushes with mild detergent thoroughly from time to time. (2) Fill up the water bottle and reservoir with enough amount of water. (3) Use appropriate brushes, and install them properly. (4) Try to use the qualified water activated tape (5) Increase or decrease pressure plate weights according to the type of tape, press the surface of the sealed tape evenly with palms.
2	Jammed or crumpled tape during operation.	(1) Improper feeding of the tape roll. (2) Accumulation adhesive stuck on the tape path or the brushes. (3) Defective tape is used. (4) The incision of the paper is not neat.	(1) Re-install the tape roll as required, especially check whether the pressure plate is placed correctly. (2) Check and thoroughly clean the tape channel or brushes, and do regular maintenance as required. (3) Use qualified tape rolls. (4) Adjust the blade to the appropriate position.
Note: In case the problem is not solved through above troubleshooting, please contact our professional after-sales service personnel for help.			

## Part VII After-Sales Service

The warranty period is two year from the date of purchase. We provide the service of repairing and replacing defective parts of the WAT dispenser free of charge during this period.

The expired warranty period and the repair services outside the warranty range are not covered by the warranty. Only the repair cost will be charged under the following situations:

1. The damages caused by equipment handling, equipment installation and improper use;
2. The damages caused by natural disasters or other force majeure factors when user arranges transportation or using it individually.
3. The damages caused by individually dismantling or replacing any internal components of the equipment;
4. The equipment is damaged due to the guidance of non-our professional technicians or failure to follow this operation manual;
5. Quick-wear parts such as blade, water bottle, reservoir, brush, etc. are not covered by the warranty.

### Catalog of Water-Activated Tape Dispenser Series:

No.	Item No.	Product Name	Remark
1	P-104	Pull & Tear Gummed Tape Dispenser	
2	M-204	Manual Gummed Tape Dispenser	
3	E-304H	Electronic Gummed Tape Dispenser (with heater)	
4	E-304HP	Electronic High Speed Gummed Tape Dispenser (with heater)	
5	E-304BHP	Electronic High Speed Gummed Tape Dispenser (with lithium battery and heater)	
6	E-304HL	Electronic Gummed Tape Dispenser (larger size with heater)	
7	E-404H	Electronic Gummed Tape Dispenser (with heater)	
8	E-404HL	Electronic Gummed Tape Dispenser (larger size with heater)	



## Appendix: Maintenance Service / Repair Record

### Maintenance Service / Repair Record Card

User Information				
Customer Name		Purchase Date		
Model No.		Telephone Number		
Email Address		Postal code		
Address				
Dealer Information				
Dealer Name		Telephone Number		
Email Address		Postal Code		
Address				
Maintenance Records				
S/N	Warranty Reasons	Repair Content	Customer Acceptance	Maintenance Personnel
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

### **Fujian, China - Zhangzhou**

#### **Fujian Jialong Adhesive Tape Co.,Ltd.**

No.11 Xiazhai Road, Hua An Economic Development Zone,  
Zhangzhou, Fujian, 363000, China.

Tel: +86-596-728-0001

### **Fujian, China - Xiamen**

#### **Fujian Jialong Adhesive Tape Co.,Ltd. Xiamen Branch**

Room 2109, Building A, Xijing Center, Jiahe Rd 21st,  
Siming District, Xiamen, Fujian, 361007, China.

Tel: +86-592-207-5506

Email: [info@kingnodetech.com](mailto:info@kingnodetech.com)

Web: [www.kingnodetech.com](http://www.kingnodetech.com)

### **Shanghai, China**

#### **Shanghai Jialong Fiber Tape Co.,Ltd.**

Floor 3, Building 1, No.80 Xiangmin Road, Chedun  
Town, Songjiang District, Shanghai, 201611, China.

Tel: +86-21-5108-3676

### **USA**

#### **Kingnode America Inc.**

636 Innovation Dr, Winder, GA 30680, USA

Email: [info@kingnodetech.com](mailto:info@kingnodetech.com)

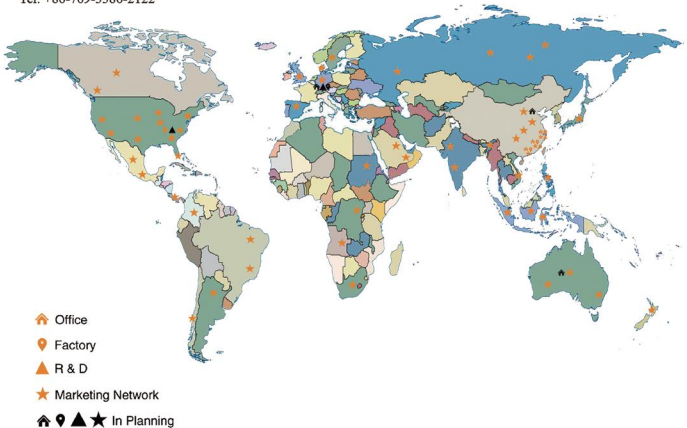
Web: [www.kingnodetech.com](http://www.kingnodetech.com)

### **Guangdong, China**

#### **Fujian Jialong Adhesive Tape Co.,Ltd. Guangdong Office**

Building D, Gate 1, Shalong Road, Delang Industrial Park,  
Shatang Community, Houjie Town, Dongguan, Guangdong,  
523955, China.

Tel: +86-769-3386-2122



Kingnode Website