

TN630 / TN660

REQUIRED FOR A SUCCESSFUL REFILL:

- ☐ Toner
- ☐ 1 funnel cap

General Refilling Procedures:

Use a Flat head screwdriver to pop out the large plastic plug found on the side of the cartridge.

IMPORTANT: You must dispose of any original toner in the cartridge as much as possible before refilling. Dispose of toner properly into a trash can, or use a vacuum with a hose for best results (if possible).

Before opening the bottle of toner, turn it upside down and tap it on a table to loosen the toner and allow it to flow freely. Remove the cap and pull the seal off the bottle. Attach the funnel cap making sure it is on tightly. Tilt the funnel cap toward the filling hole and insert it into the hole. If the toner stops flowing before the cartridge is full, simply remove the toner, close the cap, turn the bottle upside down and tap it on a table. Once the cartridge is full, seal the hole with the plug by twisting it until it is completely seated. Now gently shake the cartridge side to side to distribute the toner.

Remove the 2 screws in Fig.A.

This will allow you to remove the plastic cover as well. Once removed you will find 2 white gears which need to be removed and a Flag gear with a Spring.

If your cartridge is the TN630 it will be black and if the TN660 it will be white. If it is the starter cartridge it may not have either. Once all 2 gears, spring and Flag gear have been removed you will be able to find the Fill hole plug located in Fig. C.

Remove this plug Fig D, and attach the funnel to the Toner bottle and refill. Fig. E
Re-insert the fill hole plug and insert the middle gear 1st, then the left gear and then the Flag with the spring.

Align the 3 as per pictures in Fig F or G depending on your model (see page 2)



FIG. A



FIG. B



FIG. C

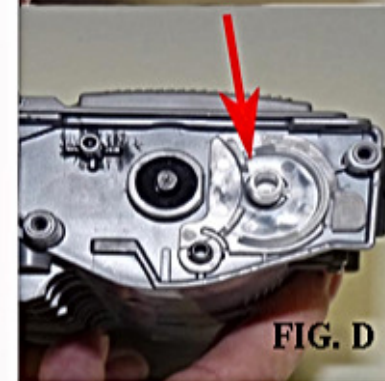


FIG. D



FIG. E