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INSTRUCTIONS

for the use and care of the

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KIRBY

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The Scott & Fetzer Co.
CLEVELAND, OHIO

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Kirby GUARANTEE

THE SCOTT & FETZER CO.—Manufacturers
Cleveland, Ohio

This certifies that this Kirby Cleaner has passed a thorough inspection and test, has met all requirements and, the established list price having been paid by the purchaser, is guaranteed by the manufacturer as follows:

During one year from date of purchase, the Company after due examination will replace or repair any part the Company judges defective in material or workmanship. Delivery of such part or the cleaner itself, must be made prepaid to the factory or authorized Distributor during the period of the guarantee. Under any other circumstances a service charge will be made for sending a service representative to call for or deliver any cleaner or part.

Replacement of belts will not be made gratis as the amount of use and the care given the brush assembly determines their length of life.

If you cannot locate a nearby Distributor for required service, write the Scott & Fetzer Company, Cleveland, Ohio, for instructions.

Read the instruction book thoroughly, as failure to follow instructions may injure the cleaner and cause trouble for which the Company will not be responsible. The Company will in no case be responsible for damage or breakage caused by accident, misuse, abuse or damage resulting from owner's tampering or repairs attempted by unauthorized service men.

No verbal or written agreement on the part of the salesman or Distributor other than contained herein is valid or binding on the manufacturer and should not be accepted by the purchaser.



President.

To Our Customers:

WE appreciate the confidence you have placed in our representative, our product, and in us. Satisfied customers are our most valued asset and in adding your name to our list of owners we are confident that we have gained another friend.

This little booklet has been prepared to enable you to realize the utmost service and benefit from the use of your cleaner. We have done our best to give you the utmost in a product which will render you life-long satisfaction. Use this appliance properly in accordance with the directions herein and you will more than benefit through the excellent service it will afford.



President.

Special Instructions Regarding the Safety Device

This cleaner is equipped with a safety control device of exclusive design. This safety control makes it impossible for you to start the motor unless the floor nozzle or the suction coupler is correctly fastened in place over the opening on the front of the motor unit. *Before attempting to operate the motor, be sure that the floor nozzle or the suction coupler is in place on the front, otherwise the motor will not run when the switch is turned on.*

Should you ever have occasion to communicate with the distributor or manufacturer regarding your Kirby, be sure to mention the model and the serial number of the machine as indicated on the name-plate.

The Care and Operation of the Kirby

Keep This Booklet Refer to this booklet to ascertain just which combination of units and accessories to use to obtain best results for the particular task to be done. Each set-up is clearly illustrated and described. While we have covered herein all of the machine's major functions in home renovation, you may be occasionally confronted with some special task which is not described here. If time permits, write our Service Department for special directions and suggestions. We shall be very glad indeed to give you advice based on our years of research in solving home maintenance problems.

A Suggestion Keep the box in which your cleaner is packed. It serves as an ideal storage container for the various accessories. It is handy in size and large enough to hold all of the cleaning tools.

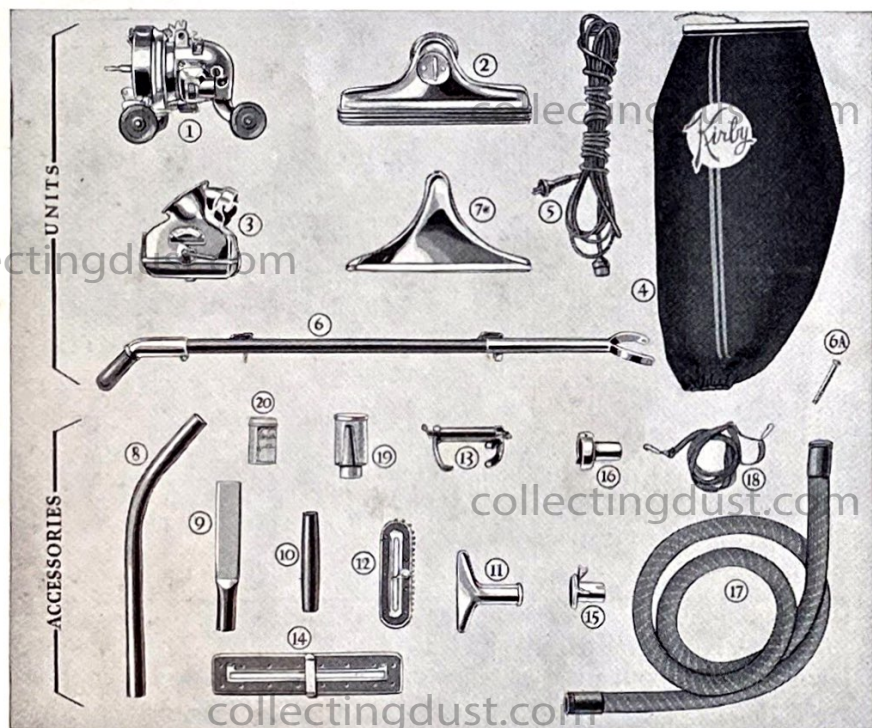


Figure 1

Learn the Names of the Units and Accessories

In describing the various applications of this method of home renovation, we refer to the various parts by the names shown in the following lists. Also see numbered illustrations in Fig. 1.

Cleaner Units

- | | |
|-----------------|--|
| 1. Motor Unit | 5. Electric Cord |
| 2. Floor Nozzle | 6. Handle (6A—Handle Pin) |
| 3. Sani Em-tor | *7. Straight Suction Floor Nozzle. (Optional Extra Equipment.) |
| 4. Dust Bag | |

Cleaning Accessories

- | | |
|--------------------------|------------------------|
| 8. Curved Extension Tube | 15. Suction Coupler |
| 9. Radiator Tool | 16. Blower Coupler |
| 10. Fiber Coupler Tube | 17. Flexible Hose |
| 11. Upholstery Nozzle | 18. Shoulder Strap |
| 12. Upholstery Brush | 19. Crystalator |
| 13. Lifter Grip | 20. Sample of Crystals |
| 14. Floor Polisher | |

Electrical Connections In this modern age of electric appliances we hardly think it necessary to tell how to connect the electric cord. The standard unbreakable rubber attachment plug goes into the base plug or light socket; while the special female connector at the other end of the cord connects to the motor unit, back of the switch, in the same manner you connect the plug on an electric flatiron.

Handle Assembly If your cleaner is not already assembled when delivered by the salesman, you will have to assemble the two sections of the handle. Remove the machine screw at the top of the handle-fork casting. Slide the lower end of the handle into the handle fork so the metal eye screw at lower end of handle is between the ears of the handle fork casting. Now pass the screw through the ears of handle fork and the eye screw which is between them, and tighten securely with a screw driver.

NOTE:—It will be impossible to make this joint tight unless the head of the machine screw is on the side of the handle on which the hooks for winding the cord are mounted.

Bag Assembly The cloth bag must be attached to the Sani Em-tor device. At the lower (gathered) end of the bag cloth, a steel coil spring is sewn in the cloth. This lower end of the bag must be attached to the Sani Em-tor by

stretching it over the large circular opening on the Em-tor. This is a snug fit and may require some effort in assembling, but it need never be removed again unless installing a new bag at some later time. When bag cloth is correctly assembled to the Em-tor, the lettering on the bag will face toward the front of the machine.

Cleaning Rugs and Floor Coverings

Units Used:-Motor unit, handle, floor nozzle, Sani Em-tor and bag, electric cord.

Attach the handle to the motor unit by holding the handle in a vertical position over the handle connection boss on top the motor unit. The V-shaped wedge inside the left arm of the handle fork must set in the V-shaped notch in the plate at the left end of the handle connection boss. Insert handle pin through handle fork arms and the boss on motor housing.

To Attach Floor Nozzle

NOTE:-When attaching or taking off floor nozzle, it will be necessary to raise nozzle adjustment to position 7 on indicator, to facilitate this operation (See Nozzle Height Adjustment, Page 8.)

To place floor nozzle on front of motor unit, hook nozzle supports over horizontal shaft in front shaft plate (just below and forward of intake on fan case.) Turn nozzle lock (thumb latch above intake) counter clockwise until wing rests against the stop. Press top of nozzle against fan case, turn nozzle lock clockwise to lock nozzle firmly in position. See Fig. 2.

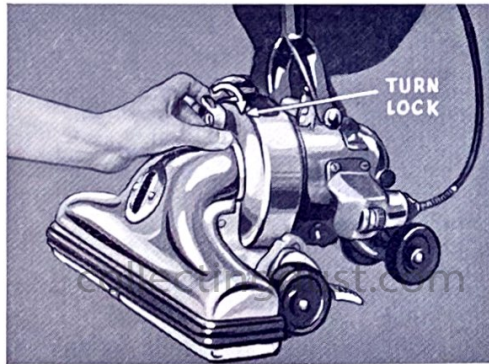


Figure 2

To Attach Brush Belt Remove cap on front of nozzle. Turn cap counter-clockwise $\frac{3}{4}$ of an inch (until clamps release) and lift off. The removal of this cap reveals an opening which gives access to the belt which drives the brush.

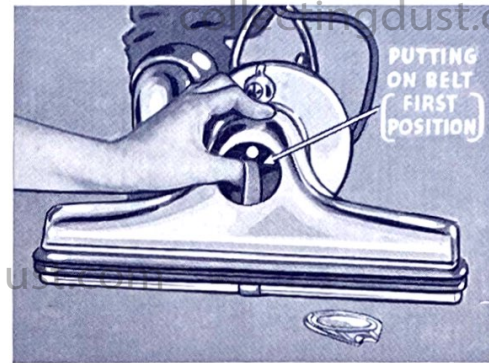


Figure 3

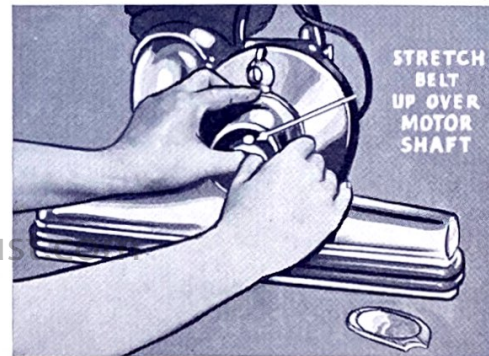


Figure 4

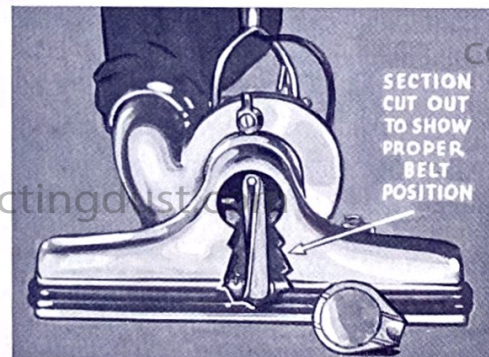


Figure 5

Place left thumb through belt, (See Fig. 3), pull belt forward and upward. Now place right thumb through belt side of left thumb and using both thumbs stretch belt upward and slide belt over end of motor shaft. See Fig. 4. Fig. 5 shows correct position of belt on pulley. Replace cap on nozzle.

Important Notice

Unless the belt is put on exactly as indicated it will jump off the motor pulley when the motor starts.

To Attach Sani Em-Tor and Bag

Since the bag cloth has been attached to the Sani Em-tor as described in a previous paragraph (Page 5) it only remains to snap the Em-tor on the motor unit by means of the bayonet lock. Now attach the upper end of the bag cloth to the screw eye just below the handle grip. Fastening is made by means of the hook on the end of the bag support chain on the bag clamp.

To Attach Cord Place special female plug in socket on the rear of the switch housing and hook cord support hook through screw eye just below handle grip. Plug standard attachment plug into electrical outlet and you are ready to clean rugs.

To Start and Stop Motor

The switch by which the motor is started and stopped is mounted on the left side where it is easily accessible for operation by the toe of the left shoe. The power is "on" when the lever is down and "off" when the lever is up. The switch is specially designed and is probably the most rugged used on any electric appliance. See Fig. 6, below. When turning on the motor, let the side of the foot hit the switch housing first and, as the foot slides off, it will trip the lever, throwing it downward and turning on the power.

Nozzle Height Adjustment The many types of floor coverings in use make it important that the modern cleaner be completely adjustable as to nozzle height. This adjustment is obtained by the mechanism illustrated in Fig.

6. Lever A is used for raising the nozzle, Button B is used for lowering the adjustment a notch at a time. Adjustments up and down are made with the foot thus eliminating all stooping.

Place the cleaner on the rug and press lever A downward and raise adjustment up to setting 6 or 7 on indicator.

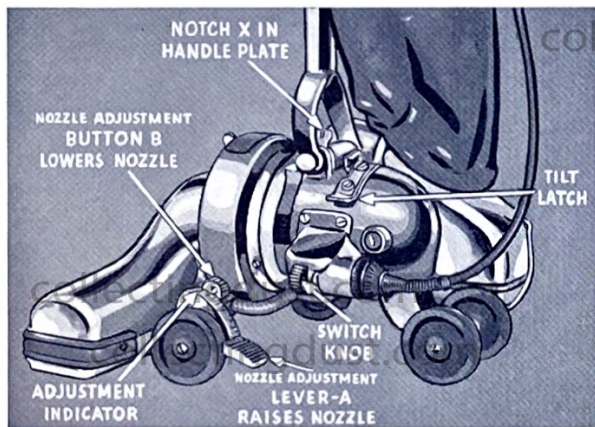


Figure 6

Start motor. Now lower the nozzle a notch at a time (by pressing button B with toe) until you see the rug drawn up to the nozzle by the suction. When this occurs you will notice a change in the sound of the motor. You now have the correct nozzle adjustment. Run the cleaner over the rug rather slowly to obtain best results.

NOTE:—When nozzle height is correctly adjusted the cleaner will glide easily. If the machine pushes hard, raise the adjustment one notch at a time (by pressing lever A) until machine pushes easily.

Tilt Latch Fig. 6 shows the position of the tilt latch on the left side of the motor unit just above the switch. This latch is adjusted with the toe of the shoe. When latch is pressed down as far as it will go, the cleaner nozzle can be tilted up over the edges of rugs when going from one rug to another, by bearing down on the handle.

When cleaning fringed rugs, clean body of rug first running cleaner crosswise across rug and keeping nozzle away from fringed ends. After the body of rug is clean, be sure tilt latch is down, and then run cleaner up over fringe (approaching ends from floor side) lifting nozzle over fringe on the edge by bearing down on the handle, and then let the nozzle down on rug and draw the cleaner toward you. As the nozzle is drawn off the edge of the rug the fringe will be cleaned and brushed straight. Repetition of this operation across the ends of the rug will comb out all the fringe.

To Clean Stairs Lock the handle in horizontal position shown in Fig. 7. This is done by engaging the tilt latch in the notch X (See Fig. 6) at the left side of the handle connection boss. The treads of the steps can be cleaned easily, standing a step or two below the step being cleaned. See Fig. 7-A. Risers of stair carpet are cleaned by holding the handle vertically and running the cleaner nozzle up and down against the carpet on the risers.

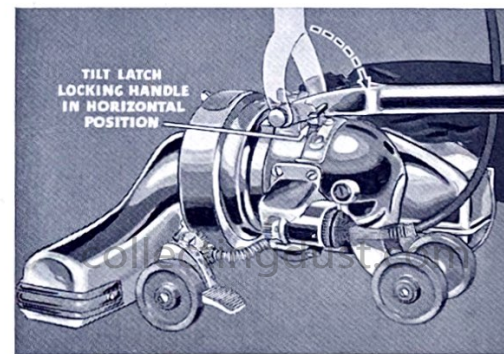


Figure 7

The upholstery brush may be attached to the aluminum upholstery nozzle when cleaning surfaces to which hair and lint cling or when it is desirable to brush up the nap of the upholstered pieces. For removing dust and embedded dirt from upholstery, the unusually strong suction will do the work without the brush in most cases.

This convenient set-up is ideal for cleaning and renovating clothing, lampshades, and the renovation of upholstered furniture before mothproofing. It may also be used for stair cleaning.

By adding the curved extension tube to lengthen the operator's reach, this set-up is indispensable in cleaning draperies, tapestries, and for collecting dust under extremely low heavy furniture.



Figure 9

Auto Valet Set-up—Cleans Cars, Leaves Hands Free for Moving Objects or on Ladders

Units Used:—Motor unit, Sani Em-tor and bag, electric cord.

Accessories Used:—Lifter grip, suction coupler, flexible hose, fiber tube, upholstery nozzle, upholstery brush (optional), radiator tool, shoulder strap.

To set up the Auto Valet unit, the flexible hose is attached to the motor unit intake by means of the suction coupler. Sani Em-tor and bag is fastened to the exhaust of the power plant. The fiber coupling tube and upholstery nozzle are fitted to the flexible hose as the cleaning tool. (Use of upholstery brush is optional.) The

motor unit is slung over the operator's shoulder, using the shoulder strap.

In addition to the cleaning of automobile interiors, the Auto Valet unit will also be found a convenient and efficient aid in cleaning upholstered furniture if the user prefers. In the cleaning of rafters, pipes and similar tasks in the basement the Auto Valet set-up will do a perfect job with little effort on the part of the operator. For illustration of this unit in actual use see Fig. 10.

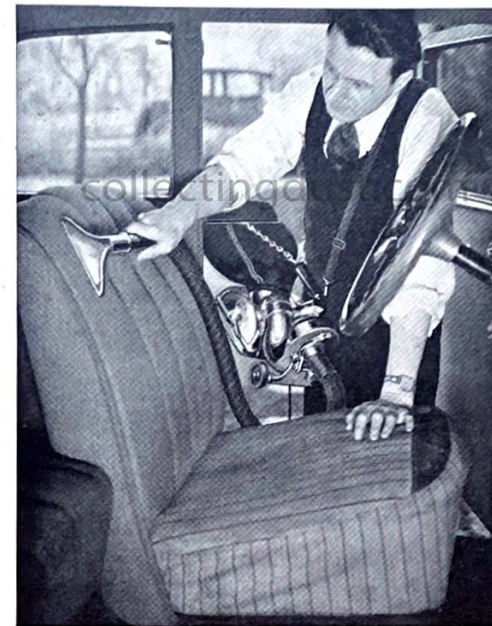


Figure 10

Moth Protection, Insect Elimination and Fumigation

The set-up (See Fig. 11) described in the first three following paragraphs is used for applying moth protection in all of the operations described in this section.

Units Used:—Motor unit and cord.

Accessories Used:—Lifter grip, suction coupler, flexible hose, blower coupler, crystalator, fiber coupler tube, radiator tool.

Attach the lifter grip to the motor unit and attach suction and



Figure 11

blower connections. The blower connection is attached to the exhaust of the motor unit in place of the Sani Em-tor and bag which are removed. The flexible hose is fitted to the blower coupler, the fiber coupler tube and radiator tool are fitted together and attached to the free end of the hose and used as a nozzle.

The aluminum cap on the crystalator can only be taken off and put on in one position and that is when the arrow on the rim of the cap is even with the arrow on the body of the crystalator. Remove the cap and fill about three-fourths full of crystals, holding the crystalator in the hand with the large round holes on top. Replace the cap and then slide the crystalator on to the suction coupler. It will only go on the suction coupler in the correct position with the large holes on top. This set-up is shown in Fig. 11.

On the rim of the aluminum cap you will find markings reading "gas", "medium crystals", "full crystals". Crystals are fed into the fan automatically. Adjust the flow of crystals by turning the cap so that the desired adjustment reading on the edge of the cap is in line with the arrow stamped on the body of the Crystalator. Now, when the power is turned on, a blast of powdered crystals will be blown through the nozzle at the end of the hose. The best way to utilize this blast of powdered crystals for moth protection is outlined as follows:

Demothing Upholstered Furniture

Clean the chair or davenport thoroughly, using set-up shown in Fig. 9. Then spray crystals in liberal quantities over the entire surface of the chair or davenport being treated. Spray the powder into the cracks and crevices where moths are apt to be found. Removable cushions should be lifted and crystals sprayed beneath them. It is advisable to partially open a seam of each cushion, insert radiator tool and spray crystals liberally inside.

After you have thoroughly sprayed the entire surface of the piece being treated, cover with newspapers and then spread a sheet or a blanket over the papers. This confines the gases liberated by the crystals to make the treatment more effective. Keep the covering in place over the chair or davenport for at least 72 hours.

A minimum of 1 pound of crystals should be used on a 5 foot davenport and 2 pounds on a davenport of larger dimensions. Pieces of smaller upholstered furniture should be given proportionate dosage.

Moth protection measures such as described here should be applied at frequent intervals between the middle of spring (May) and the middle of the fall season (October), to assure positive results.

To Treat Badly Infested Furniture

Wherever it is found that the moths have gotten into the inside of the davenport or chair and are feeding on the inside, *supplement foregoing treatment* with the following:

Open seams at three or four points at the back of the piece. If the removal of the covering reveals a number of moth larvae, these may be removed by the cleaning set-up shown in Fig. 9. Then spray powdered crystals liberally into the interior of the piece and distribute the powder to all points inside which can be reached through the openings that have been made in the back. Apply 2 pounds of powdered crystals or more, and then replace covering on the back of the chair or davenport.

Frequent application of the powdered crystals should be made wherever a serious moth infestation is found, and crystals should be used very liberally to obtain positive results.

Storage of Blankets, Woolens, Furs, Etc.

After thoroughly cleaning by suction, impregnate each article with pulverized crystals, wrap tightly in unbroken paper or place in tight cardboard box to prevent escape of gas. Use 1 pound of crystals to each trunkful of clothing prepared for storage. For furs, thoroughly impregnate with pulverized crystals, wrap tightly in unbroken paper or seal up in tight cardboard container to confine the gas. Use crystals liberally.

Protecting Clothing, Etc., in Clothes Closets

Insert the flat end of the radiator tool under the closed closet door, or if the door fits too closely at the bottom, open the door just enough to admit the flattened end of the radiator tool. Blow at least 1 pound of powdered crystals into the clothes closet (average size), and after this has been done, keep the closet door closed as much as possible to prevent the escape of gas. For unusually large closets use crystals in the ratio of 1 pound to every 10 cubic feet of space in the closet, as recommended by the United States Department of Agriculture.

Moth Protection of Rugs on Floors

Vacuum clean entire surface thoroughly. Spray pulverized crystals deep into the nap of the surface, using 1 pound of crystals

to each 9 by 12 foot section. Spray pulverized crystals liberally *under* the rug also and then cover the entire rug with heavy paper. Allow the paper to remain on the rug for at least 72 hours to obtain most effective results.

To Treat Rugs and Carpets for Storage

Vacuum clean entire surface thoroughly. Spray surface of rug or carpet thoroughly with pulverized crystals, using 1 pound of crystals to each 9 by 12 foot section (or same proportion). Then roll up the rug and wrap tightly in heavy unbroken paper, being sure that the ends are tightly sealed.

Insect Elimination

While no claims are made to the effect that the powdered crystals will kill household insects such as ants, roaches, bed bugs, water bugs, etc., it has been found that by spraying the powdered crystals in the corners and cracks where such insects are apt to be found, the result will be that the insects will be driven off, and if treatment is applied frequently, they will eventually disappear.

The crystals (either pulverized or whole) can be used to sweeten the air in stuffy rooms. Spray pulverized crystals in corners of the room or sprinkle the whole crystals around the room liberally. The crystals will soon evaporate, leaving a clean, fresh, pleasant odor.

CAUTION: Reasonable care should be taken to keep the crystals out of the reach of children, irresponsible persons and domestic animals. Do not spray crystals on foodstuffs; these precautions should be observed as they are harmful if taken internally.

Polishing Floors and Linoleum

Units Used:- Motor unit, floor handle, floor nozzle, Sani Em-tor and bag.

Accessory Used:- Floor polisher.

Set up the machine as for floor cleaning, using the floor nozzle. Snap the soft felt polisher onto the nozzle. Apply the floor wax

to the floor in accordance with the directions given by the wax manufacturer, and then go over the surface of the floor with the floor polisher and *with the motor turned on*. The rush of air through the nozzle helps to dry the wax, while the vacuum created by the motor unit puts additional pressure on the felt pad without added effort on the part of the operator. Run the cleaner with polisher attached back and forth over the surface. Fig. 12 shows polisher in place and in operation.



Figure 12

General Care of the Kirby

(See Special Instructions on Page 18)

Keep Brush Clean Do not permit the brush in the floor nozzle to become matted with threads and hair. A certain amount of such litter will wrap around the brush. Remove it with a piece of an old comb. The rug guard can be raised by pulling up the catch, as shown in Fig. 13, to permit easier cleaning of the brush. Remove any collection found around yokes at either end of brush. Be sure to snap rug guard back in place after cleaning the brush.

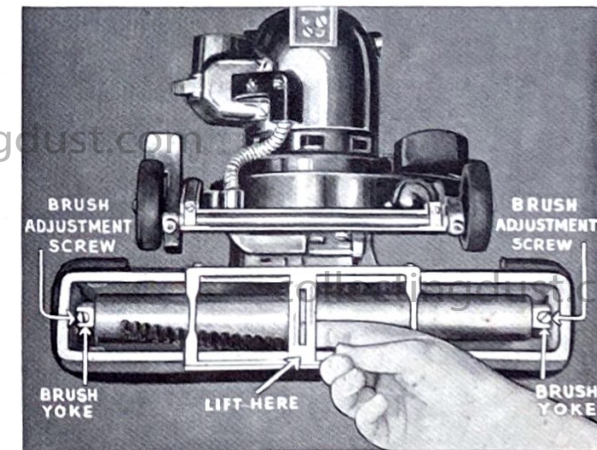


Figure 13

SPECIAL INSTRUCTIONS

IMPORTANT! It is not necessary to remove the brush adjustment screws to get the brush out of the nozzle. Raise rug guard (see Fig. 13) and then pull brush out with fingers. Do NOT REMOVE THE BRUSH ADJUSTMENT SCREWS.

To Lower Brush to Take Up Bristle Wear

As the bristles on the brush wear, it will be necessary to lower the brush to regain sweeping efficiency. This can be accomplished by turning the screws indicated in Fig. 13 in a counter clock-wise direction with a screw driver. Be sure the brush is lowered exactly the same amount at each end to insure even adjustment and even sweeping action. *About one complete turn of each screw will lower the brush sufficiently each time this adjustment is necessary.*

To Install New Belt

Raise rug guard. Pull out one end of brush by grasping bristles and pulling upward. Slide new belt over the raised end of the brush until it is over the pulley on the brush spindle. Then replace the end of the brush which has been pulled out. Replace rug guard. To attach belt to motor pulley see instructions on Page 7.

Brush Replacement

When brush bristles finally become worn down so short that no further lowering of the brush is possible, the brush spindle may be sent to the factory or taken to your Distributor and a replacement brush with new bristles will be supplied at a nominal charge.

Important! Notice!

The pulley (groove) on the brush spindle in which the belt runs is *not* equally distant from the ends. When the brush is properly in place the belt pulley on the brush will be exactly in line with and under the flat center plate of the rug guard. If after you have put the brush in the nozzle you find that the brush pulley is not in proper position, lift out brush and reverse ends.

Lubrication

The ball bearings in the motor and the brush are packed in grease. They should not require any additional grease for a number of years with average use in the home. Should any difficulty develop consult your Distributor immediately or write the Factory Service Department for instructions. See front cover for Factory Address.

Optional Extra Equipment

THE STRAIGHT AIR FLOOR CLEANING NOZZLE.

Cleaning Mattresses, Large Upholstered Pieces, Stairways, Etc.

Units Used:- Motor unit, Sani Em-tor and bag, cord, straight air nozzle.

Accessory Used:- Lifter grip.

Connect the straight air nozzle to motor unit in place of power driven brush nozzle. Attach Sani Em-tor and bag to exhaust of motor unit and attach bag support chain to rear eye on the lifter grip which is substituted for the long handle.

The use of this set-up is illustrated in Fig. 14. It may be used conveniently and effectively for the renovation of mattresses, large davenports and divans, or stairs and stair carpets. The unusually large section cleaned by a single stroke of this nozzle makes it a very useful extra tool for the operations suggested above.

It can also be used for rug cleaning in place of the power-driven brush nozzle if desired, especially in corners of carpeted floors.



Figure 14

SUPPLEMENTARY INSTRUCTIONS

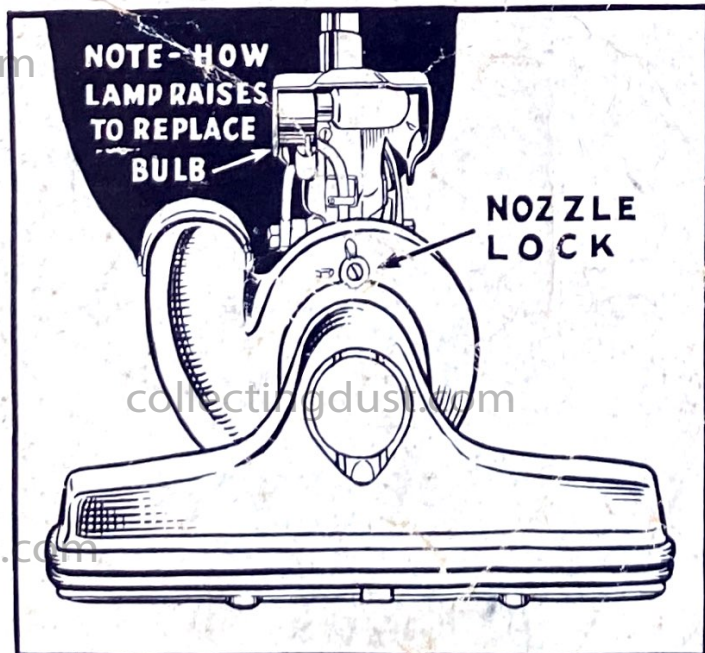
for

KIRBY Model with Headlight

When removing the large floor nozzle to attach the suction connection, it will be necessary to raise the headlight to unfasten the nozzle lock. The headlight is hinged at the back and is held down by a spring catch. To raise headlight merely pull up the front end of headlight. With the headlight raised you have easy access to the nozzle lock. (See cut).

TO INSTALL NEW BULB

Raise the headlight as shown in the accompanying cut. The base of the light bulb is the bayonet type. Turn bulb slightly counter clockwise and pull out of socket. Reverse the procedure to install new bulb.



REPLACEMENT OF BULBS

We do not guarantee light bulbs. Replacements are available from your Distributor or The Scott & Fetzer Company, Cleveland, Ohio.

FILL JAR THREE-FOURTHS FULL ONLY

TO ADJUST

Remove dust bag from vacuum cleaner and insert metal terminal on end of hose in exhaust port. Start cleaner to blow out any dust that may be in hose, then set cleaner on a clean surface to draw clean air. Attach sprayer to hose. Turn thumb screw on top of sprayer clear down tight and then turn backward a little at a time and press down on thumb screw until spray is adjusted to proper size. This sprayer is arranged for connection to vacuum cleaner using 1 $\frac{1}{4}$ " tube.

THINNING MATERIALS

To thin oil paints, enamels and varnishes, use high-test gasoline or benzine. Do not use turpentine.

To thin lacquer use lacquer thinner, a little at a time, until the sprayed lacquer flows together on the surface of work. Try it first until you are sure liquid is thin enough to make a smooth job. A little practice on scrap material before spraying article to be finished is advised.

Calcimine, water color paints, etc., should be thinned with hot water and follow instructions that accompany these products.

Do not thin paint too much. If properly thinned, a single coat will be sufficient for most surfaces. Retouch thin spots, before paint or lacquer has dried. When more than one coat is used, allow sufficient time between each coat for drying.

To obtain best results, hold sprayer from one to two feet away from work being sprayed.

Keep sprayer in motion when using, either up and down or sideways. Too much paint in one spot causes runs.

TO CLEAN

Be sure to clean out paint tube when through using. Put thinning liquid in a clean jar and spray it for a few seconds until tube and valve are thoroughly clean.

To take sprayer apart for cleaning, unscrew thumb nut clear out, and remove valve. Clean it and put back together, screwing thumb nut all the way down.

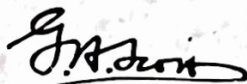
KIRBY SERVICE INSURANCE

The manufacturer hereby agrees to entirely rebuild and recondition this Kirby anytime after the expiration of the factory guarantee and as often as the original purchaser may require providing it is still in the possession of the original owner, as set forth in the following:

1. The manufacturer in rebuilding the machine for the purchaser will make every effort to keep the cost to the customer for this service as low as possible and the manufacturer will in no case charge the customer more than \$10.00.
2. The price of \$10.00 (maximum for rebuilding service) shall include all labor and cost of parts necessary to put the machine in A-1 condition and no extra charge will be made other than transportation.
3. A one year Rebuild Guarantee will be issued to the customer each time such rebuilding service is rendered.

COVERAGE of LOSS by FIRE

4. In the event that this machine, while in the possession of the original purchaser, should be damaged by fire on the premises of the purchaser, the manufacturer will repair or rebuild the machine for the customer and return it the equivalent of a new machine of the same model providing the customer will send \$10.00 and the fire-damaged remains prepaid to our factory; return transportation to the customer's home to be paid by the customer. This service is based solely upon the condition that the purchaser has met with all of the requirements of the purchase agreement and it is distinctly understood that said replacement will in no way nullify the terms of that purchase agreement. In this case a one year rebuild guarantee will also be issued to the customer.
5. In the event that the machine while in the possession of the original purchaser, should be completely and wholly destroyed by fire so that no damaged parts can be returned, an affidavit sworn to by the original owner before a Notary Public will be accepted in lieu of damaged parts and the machine will be completely replaced under the terms set forth in Section 4 above.



President