

# How To Use And Care For Your Model 505



## **I M P O R T A N T**

Please be sure to read the special instructions (marked ★) on Pages 6, 7, 8, 9, 10, 17 and 18. These points are of great importance in the correct use and care of this appliance.

**THE SCOTT & FETZER CO.**  
**Cleveland 2, Ohio**

# 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:

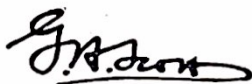
During one year from date of purchase, the Company after due examination will replace or repair any part the Company judges defective in material or workmanship. Delivery of such part or the cleaner itself, must be made prepaid to the factory or authorized Distributor during the period of the guarantee. 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.

This Guarantee  
Covers Kirby

Serial No. \_\_\_\_\_ Date \_\_\_\_\_

## To Our Customers:

**W**E 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.

#### NOTICE!

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.



# Care and Operation

## 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.

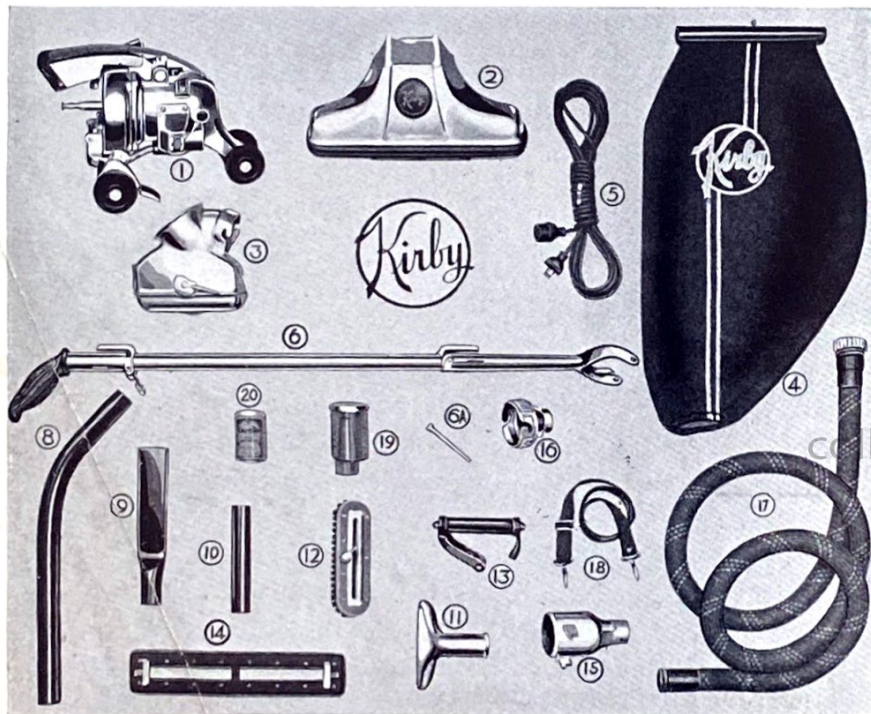


Figure 1

## 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   | 4. Dust Bag                 |
| 2. Floor Nozzle | 5. Electric Cord            |
| 3. Sani Em-tor  | 6. Handle (6A — Handle Pin) |

### 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 a wall outlet 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.

Insert the upper section of the handle into the handle fork. A stop inside the handle fork allows only 1½" of the handle tubing to be inserted into the fork. Next, make sure that the cord hooks on the handle fork and handle grip are exactly in line and then securely tighten the clamping screw (at the upper end of the handle fork) with a screw driver.

### 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 set nozzle adjustment in position 7 on indicator, to facilitate this operation (See Nozzle Height Adjustment, Page 8.)

To place floor nozzle on front of motor unit, you must first raise the Floodlight cover which is hinged about half way back and held down by a spring catch. To raise Floodlight cover, simply pull up the front end. This gives easy access to the nozzle lock (See Fig. 2.)



Figure 2

Nozzle must be attached to motor while Floodlight cover is raised. 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.) Snap headlight cover down in position.

### To Attach Brush Belt

Remove cap on front of nozzle. Turn cap to the left  $\frac{3}{4}$  of an inch (until inner clamps release) and lift out. The removal of this cap reveals an opening which gives access to the belt which drives the brush.

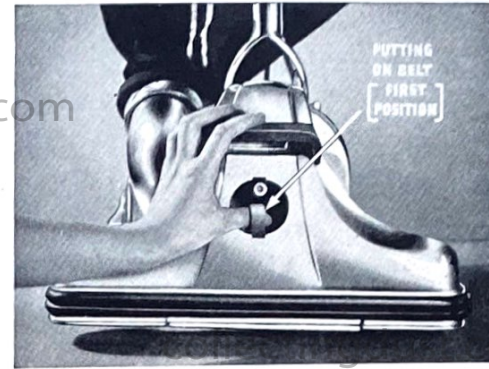


Figure 3



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 & 6) 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 hook at the lower end of the handle grip. Fastening is made by means of the loop 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 loop into hook on the handle grip casting. 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. 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.

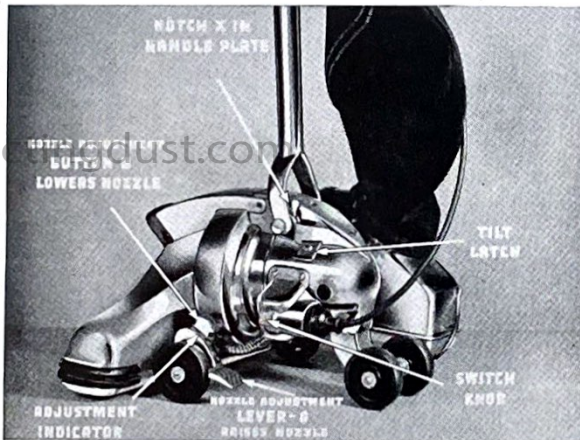


Figure 6

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.

★ If the cleaner does not readily pick up threads and lint, look at the belt which drives the brush. Be sure it is properly attached.

★ 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.

When cleaning under beds or similar low furniture the handle must be dropped to the lowest possible position. To do so the tilt latch must be pushed up all the way so it will not engage.

### 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

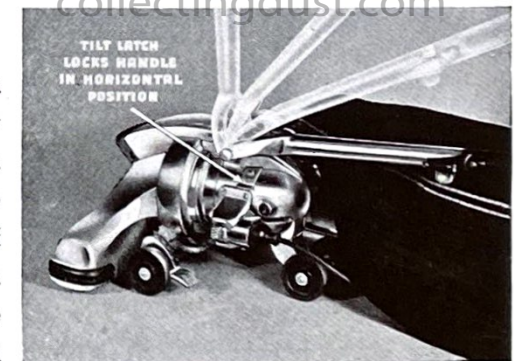


Figure 7





Fig. 7-A

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.

Stairs may also be cleaned with the set-up illustrated on Page 12, or the set-up shown on Page 13 can be used for stair cleaning, using the lifter-grip.

### To Empty Dust Bag with Sani Em-Tor

★ To insure best results with this new device, empty the dust bag after each day's cleaning. This is a simple operation and can be accomplished in less than a minute. Proceed as follows:

First obtain a newspaper and spread it out on the floor. Place the cleaner (with dust bag and Sani Em-tor attached) in the center of the paper and lower floor nozzle as far as it will go. Unhook the bag support loop from the hook on the handle grip and shake the cloth dust bag vigorously to drop the dirt in the bag down into the Sani Em-tor (See Fig. 8-A). Now release Sani Em-tor lock lever by turning lock lever one-half turn in a counter-clockwise direction. Now swing the bottom section of the Sani Em-tor out from under the machine and the dirt and refuse in the bag will



Fig. 8-A

drop out on the newspaper (Fig. 8-B). While the bottom of the Sani Em-tor is still open, jar the machine once or twice on the floor so that any pieces of paper or fluffy refuse, which may still be in the upper section of the Sani Em-tor, will be emptied out on the paper. Now replace the bottom section of the Sani Em-tor, swinging it into position underneath, and lock in place by turning the lock lever one-half turn clock-wise.

The refuse dumped out of the Sani Em-tor may then be wrapped up in the newspaper, and the package thus made can easily be disposed of by burning in the furnace or incinerator.



Figure 8-B

### Renovation of Upholstered Furniture, Drapes, and Clothing with Accessories

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

Accessories Used:—Lifter grip, suction coupler, flexible hose, fiber coupler tube, upholstery nozzle. Upholstery brush and curved extension tube are optional, depending upon work to be done.

Unhook cord and bag loops from handle and remove the handle, releasing it by pulling out handle pin. Substitute lifter grip for handle. Fasten front lifter grip supports with handle pin. Remove floor cleaning nozzle. First remove the nozzle cap and pull the belt off the motor pulley. Then raise floodlight cover, release the nozzle lock and lift off the nozzle. Substitute the suction connection for the floor nozzle and lock it in place with nozzle lock, and replace floodlight cover.

Attach the hose to the suction connection on the motor unit. Attach the bag support chain to rear eye on the lifter-grip. The fiber coupler tube and upholstery nozzle are next attached to the free end of the hose to be used as the cleaning tool. Fig. 9 illustrates this set-up.

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 moth-proofing. 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 Climbing 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.



Figure 10

In addition to the cleaning of automobile interiors, the Auto Valet unit will also be found a convenient and efficient aid in cleaning rafters, pipes, walls and similar tasks in the basement. For illustration of this unit in actual use, see Fig. 10.



### Cleaning Mattresses, Large Upholstered Pieces, Stairways, Etc.

collectingdust.com

Units Used:—Motor unit, Sani Em-tor and bag, cord, floor nozzle.  
Accessory Used:—Lifter grip.

Connect the floor 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 day-ports and divans, or stairs and stair carpets.

When using this set-up on mattresses and upholstery, the belt should be disconnected from the motor pulley, or take the brush out of the nozzle entirely, thus converting the nozzle into the straight suction type.



Figure 14



## 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 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 the crystals 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

### 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 of hair, etc. found around yokes at either end of brush. Be sure to snap rug guard back in place after cleaning the brush.

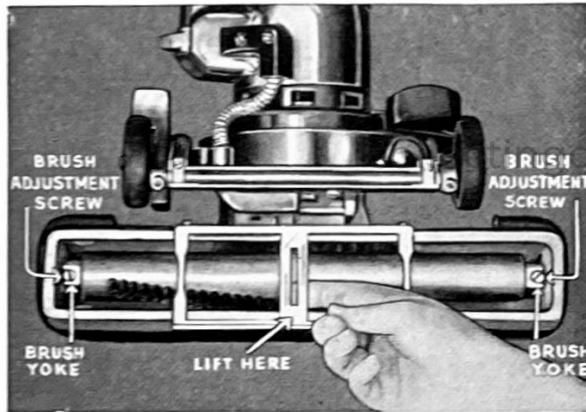


Figure 13

### ★ SPECIAL BRUSH 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 lift brush out with fingers. If brush does not come out readily, pry out one end of brush cylinder using a screw driver. **DO NOT REMOVE THE BRUSH ADJUSTMENT SCREWS.**

### To Adjust 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 clockwise 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. Bristles should not protrude more than  $3/32$ " below nozzle edge when brush is correctly adjusted.

### To Install New Belt

Raise rug guard. (See Fig. 13). Lift one end of the brush out of the nozzle. 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.

### To Replace Floodlight Bulb

Raise Floodlight cover. Remove bulb and socket from spring clamp which fastens around metal base of bulb. The base of the bulb is the bayonet type similar to those used in automobile headlights. Turn bulb slightly counter-clockwise in the socket and pull out. Reverse procedure to install new bulb.

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

### 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.

The Scott & Fetzer Co.

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