

# MAINTENANCE KIT INSTRUCTIONS

For Use in HP 5000/5100

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## THE FOLLOWING PARTS ARE INCLUDED IN THIS MAINTENANCE KIT

PART DESCRIPTION	QUANTITY
FUSER ASSEMBLY	1
TRANSFER ROLLER	1
LC PICKUP ROLLER	4
TRAY 1 SEP PAD	1
SEPARATION PAD WITH SPRING	2
TRAY 2 PICKUP ROLLER	2
TRAY 1 PICKUP ROLLER	1
500 SHEET FEED ROLLER	2
VINAL GLOVES	2
INSTRUCTIONS 5000/5100 MAINTENANCE KIT	1

### \*\*\*\*WARNING\*\*\*\*

**TURN PRINTER OFF, UNPLUG IT, THEN ALLOW PRINTER TO SIT  
FOR AT LEAST 30 MINUTES BEFORE PERFORMING  
MAINTENANCE PROCEDURES**



#### ***Buy Smart. Waste Less. Save More!!***

Although you are not required, please do your part.  
Inside you will find an ARS tag provided for you to  
Recycle this product – Help keep America clean.

**“Do not use this tag for defective returns”  
Contact your supplier for a replacement fuser**

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**Fusing Assembly Removal & Installation:**

1. Remove rear door and output bin.
2. Facing the back of the printer, remove the two machine screws that hold the fuser to the chassis.
3. Using a flat-head screwdriver, lift fuser in the middle – just to the right to disengage assembly. Grasp the green “pressure release handles” and pull the fuser out of the chassis.

**NOTE: FUSER POWER CONNECTION IS ON THE LEFT SIDE OF THE ASSEMBLY**

4. Install replacement fuser in reverse fashion.

**\*\*\*WARNING\*\*\***

**USE LATEX GLOVES WHEN REPLACING THE TRANSFER ROLLER**

**\*\* DO NOT TOUCH THE BLACK FOAM ROLLER\*\***

**Transfer Roller Replacement:**

1. Face the front of the printer – lift the small green handle on the right side of the Registration Assembly, exposing the Transfer Guide (metal plate that rests against transfer roller)
2. Remove Transfer Guide by removing the two self-tapping screws – do not touch the transfer roller with your fingers.
3. Remove the Transfer Roller by lifting straight up on the right side of the transfer roller using the blue cleaning brush located inside on the top cover.
4. Free the left side of the Transfer Roller by lifting straight up and remove – do not touch the Transfer Roller with your fingers.
5. Reverse for installation.

**Tray 1 Pick Up Roller Removal & Replacement:**

1. Open the top-cover and remove the toner cartridge.
2. Facing the front of the printer, raise the green center handle of the Registration Assembly.
3. Depress the locking tab on the right side of the roller cam-slide the cam to the right.
4. Remove the Delivery Roller from the shaft.
5. Reverse for installation.

**Tray 1 Separation Pad Removal & Replacement:**

**NOTE: TRAY 1 AND FRONT COVER MUST BE REMOVED INDIVIDUALLY**

1. Open Front Cover Door.
2. Disengage the tray 1 guide pins from inside the Front Cover by pushing the paper guides outward. This should separate Tray 1 from the Cover - Press Tray 1 guide against the printer.
3. Release the front cover by allowing it to pivot freely on its keyed pins. The tray will slide off the pins at its lowest position to the right. .
4. Release the Tray 1 Guide the same way.
5. Using a small flat -headed Screwdriver, insert twist and remove the Separation Pad.
6. Reverse for Installation.

**Tray 2 Delivery Roller (optional 250-sheet tray) Removal & Replacement:**

1. Remove the Paper tray and tilt the printer backwards with the front of the printer facing upwards.
2. Depress the tab (tab is behind the Cam to the right side of the roller) slide the cam and the bushing to the right.
3. Rotate the Delivery Roller 180 degrees and remove from the shaft.
4. Place the Pin on the Delivery roller in alignment with the hole on the right side of the cam. Slide new roller onto shaft until it snaps into place.

## **5000/5100 Continued -**

### **Tray 2 Separation Pad and Spring (optional 250-sheet tray):**

1. Remove Tray 2 (optional 250 sheet paper tray)
2. Empty the paper from the tray.
3. Using a small flat-headed screwdriver in a twisting motion, free the Separation Pad and spring.
4. Reverse for installation.

### **Delivery and Feed Roller (optional 500-sheet tray):**

#### **FEED ROLLER**

1. Pinch the feed roller and slide it off the shaft.

#### **DELIVERY ROLLER**

1. Disengage the spring.
2. Remove the Pickup Roller Shaft from the retaining clips.
3. Depress the locking tabs on the Delivery Rollers and remove it from the shaft.
4. Reverse for installation.

### **Separation Roller Removal & Replacement:**

1. Lift the Return Cover - right hand side of the roller.
2. Pinch the Separation Roller Tab and slide the roller off the shaft to remove.
3. Reverse for Installation.

### **Reset the Maintenance Page Count: (plug in and leave power off)**

To reset the maintenance page count - press and hold down the left sides of the ITEM- and VALUE- Key's while turning the printer on.



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