



## Changing the Platen

Instructions for changing the platen on the SumiMark IV PLUS printer.

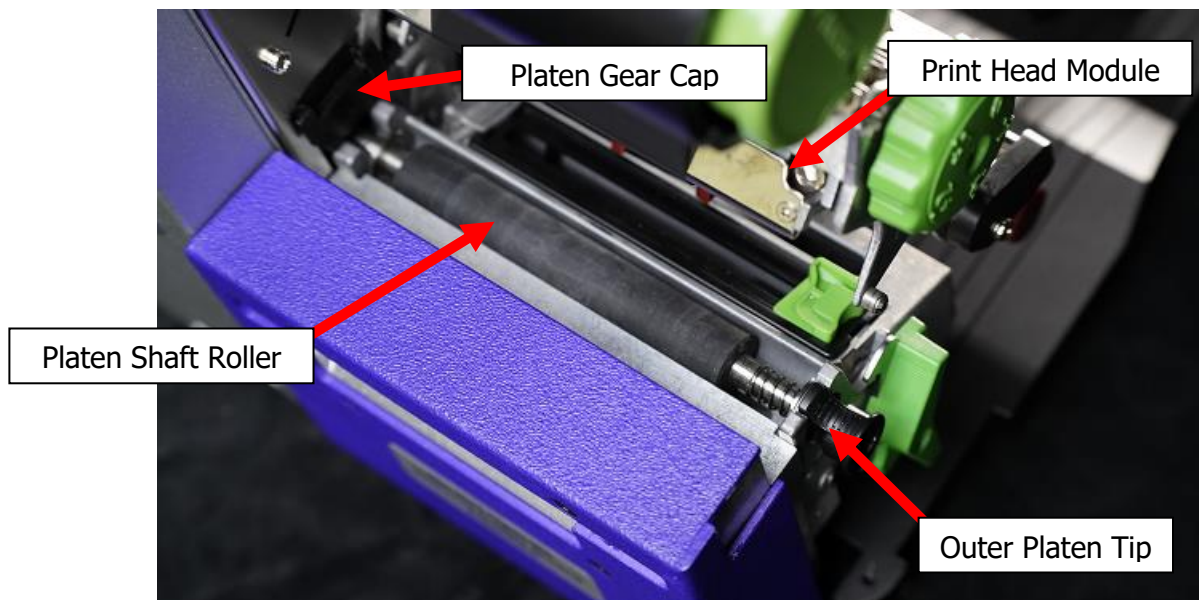
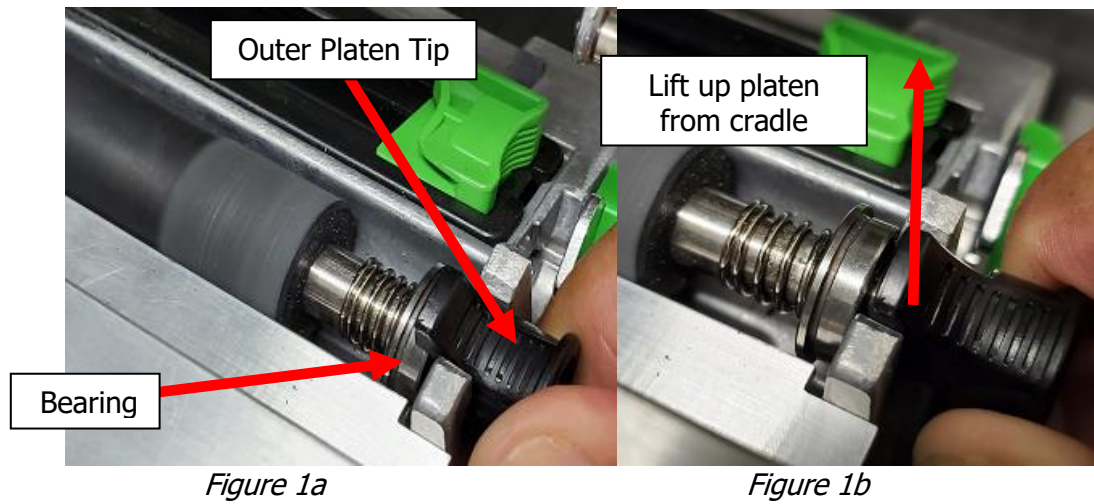


Figure 1

To change out a **Platen Shaft Roller**:

1. Power the printer off
2. Turn the green **Print Head Latch** to the right to unlatch and open the **Print Head Module**.
3. Locate the **Platen Shaft Roller** which is under the **Print Head Module** (see Figure 1)
4. With a flathead screwdriver, remove the **Platen Gear Cap** located on the printer chassis (see Figure 1)
5. Push in on the **Outer Platen Tip** shaft spring loaded end (Figure 1a). This will release the bearing from its position.
6. Now lift the end of the platen out of the cradle making sure the bearing remains out of the mount (Figure 1b).
7. To install the platen, follow the removal instructions in reverse.



Please visit our support site at [www.SumiSupport.com](http://www.SumiSupport.com) for more information regarding the SumiMark and Sumitag printers.



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