

HP 4250/4350 Maintenance Kit Instructions

The following parts are included in our Maintenance Kits

- 1 – 4250/4350 Fusing Assembly (RM1-1082)**
- 1 – Transfer Charge Roller (RM1-1110)**
- 2 – Tray 2 Feed/Separation Rollers (RM1-0037)**
- 1 – Tray 1 Pickup Roller (RM1-0019)**

>>>WARNING<<<

Turn the printer off, unplug it, and allow it to sit for 30 minutes before performing these maintenance procedures.

Installation Instructions:

- Turn the printer around so that the rear is facing you.
- Remove the optional Duplexer if installed.
- Open the rear door (output bin) and remove it by slightly bending it in the middle so that its left and right hinges are freed from the printer's frame.
- Firmly grasp both sides of the fuser, push the blue levers upwards to release the fuser and pull outwards.
- Push the new fuser in place until the blue levers on each side snap into place.
- Install the rear door (output bin) and install the optional duplexer if removed.

Transfer Roller Removal and Replacement:

- Turn the printer around so the front is facing you.
- Open the top cover and remove the toner cartridge.
- Locate the transfer roller.
- Using the blue transfer roller removal hook, pry the left end of the metal shaft up; slide the transfer roller to the left to remove it.
- Put gloves on. ***** avoid touching Transfer Roller surface when installing *****
- Remove the protective paper coating and place the new transfer roller into position inside the printer. Slide the right side in place first then snap the left side (Gear) in place to secure the transfer roller.

Separation Roller Replacement:

- If the optional envelope feeder is installed remove it, by pushing the release button and pulling away from the printer
- If not remove the envelope entrance cover by pulling it straight toward you.
Locate the Tray 1 Pick-Up Roller at the center of the tray.
- Release the roller by sliding the two securing clips apart, and subsequently lifting the roller out.
- Lower the new Tray 1 Separation Roller onto the shaft, being sure to align the pin at each side or the roller with the alignment slots in the bracket; slide the roller in until it snaps securely into place.
- Replace the plastic envelope entrance cover and close the Tray 1 cover or re-install the optional envelope feeder.

Feed Roller Replacement in Printer:

- Move the printer towards the front of the work surface.
- Locate the feed roller on the underside of the printer. Pinch the blue clip remove the feed roller from the shaft.
- Place the new feed roller onto the shaft and push it up until it snaps into place.
***** The Tray 2 Feed Roller is located at the front of the paper tray*****
- Remove all paper from the paper tray (Tray 2).
- Open the door next to the Feed Roller; by depressing the latch and lifting the door upward.
- Pinch the clip on the Feed Roller and slide it to the left and off of the shaft.
- Slide the new Feed Roller onto the shaft until it snaps into place.
- Close and lock the panel to the left of the Feed Roller.

Resetting the Maintenance Count:

- Hold down check button while powering on the printer until all three control panel lights remain lit
- Press the UP arrow until "NEW MAINTENANCE KIT" is displayed.
- Press the check button.