

HP 4500

MAINTENANCE KIT INSTRUCTIONS AND PARTS LIST

★ ★ ★ ★ WARNING ★ ★ ★ ★

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

The Following Parts Are Included In This Maintenance Kit:

1	HP 4500 Series Fuser	RG5-5154
3	Pickup/Separation Rollers	RF5-1885
1	Pickup Roller	RB1-8865
1	Air Filter- Large	RB2-1282
1	Air Filter - Small	RB2-1283
1	Hand Wipe	
2	Disposable Gloves	

Fuser Removal & Installation:

Removal:

- 1) Turn the printer so the rear of the unit is facing you, (if the printer has a duplexer, open the rear cover of the this assembly)
- 2) Next, open the rear door of the unit, then release the straps supporting the door by depressing the latches. Then lower the rear door.
- 3) Then locate the two blue latches on the fuser towards the bottom of the unit and rotate them upward.
- 4) Lastly, grasp the fuser and remove it from the printer.

Installation:

- 1) Grasp the new fuser and insert it into the printer.
- 2) Rotate the two blue latches downward to lock the fuser in position.

Air Filter Replacement (RB2-1282 & RB2-1283):

- 1) While the rear door is open, remove the two filters from the rear of the printer; the large filter (RB2-1282) will be on the left and the small filter on the right (RB2-1283).
- 2) Next, using the hand wipe clean the fan areas to remove any excess dust.
- 3) Then, insert the new filters into the printer.
- 4) Fasten the support straps to the upper rear door, and then close the door. (If the duplexer is attached close the rear door of the duplexer as well).

Paper Pickup Roller (RB1-8865) Removal & Replacement:

Removal:

- 1) Open Tray 2 and remove it from the printer.
- 2) Locate the pickup roller in the top of the tray cavity.
- 3) Next, squeeze the tabs on the roller and pull towards the right to remove the roller.

Replacement:

- 1) Install the new pickup roller onto the shaft, by sliding it towards the left until the roller is seated and locked in place.
- 2) Insert Tray 2 into the printer and close.

* Pickup/Separation Roller (RF5-1885) Removal & Replacement:

Removal:

- 1) Move the printer forward towards the edge of the work surface, and Remove tray 2.
- 2) Locate the blue roller at the front of the tray, there will be an access cover adjacent to the roller.
- 3) Depress the cover release lever to open the access cover.
- 4) Next, squeeze the tabs on the roller and pull towards the left and slightly upward to remove the roller

Replacement:

- 1) Install the new pickup roller onto the shaft, by sliding it towards the right until the roller is seated and locked in place.
- 2) Close the access cover.
- 3) Then, insert Tray 2 into the printer and close.

*** If the printer has Tray 3 (500 sheet paper feeder) repeat the steps as indicated above.
However, note that the tray 3 roller will slide in the opposite direction of tray 2.**

Fuser Life Reset

- 1) Plug in the power cord and depress the power button.
- 2) Once the control panel displays READY, depress the MENU button until RESETS MENU appears.
- 3) Then, depress item until NEW FUSER KIT, SELECT IF DONE appears.
- 4) Next, press SELECT then GO and the printer will return to READY status.