



# Hints & Tips

(Print this to review every time you refill)

## **Follow all instructions**

Make sure you follow the instructions that came with your refill kit. Different cartridge numbers have different instructions, so even if you know what you are doing, it may differ with a different cartridge. Print out and save your instruction sheets.

## **Know your kit**

Familiarize yourself with all of the parts of your FreeInk4Life No Mess Inkjet Refill System kit. If you are missing a part, please contact our customer service department. Do not attempt to refill if your kit has any missing components.

## **Use the Gloves**

If you use the provided gloves, you should not get any ink on your hands.

## **Washing ink off your hands**

If you do get some of the ink on your hands, we find it is effective to wash our hands with soap and water to remove any excess oils. If soap and water is not sufficient you might consider using a mild household bleach and water solution to remove the ink. CAREFULLY READ ALL WARNINGS ON BLEACH CONTAINER BEFORE TRYING THIS METHOD. Simply dab the corner of a folded paper towel in the solution and gently wipe the ink residue away. Immediately wash hands again with soap and water to remove any bleach residue. Bleach should not be used if you have sensitive skin or any cuts or scratches on your hands. A small amount of ink is not necessarily harmful to your skin, and will likely disappear with gentle care.

## **Handle bottles carefully**

Each bottle has a long, needle-nosed, metal nozzle that is used to inject ink into the cartridge. Do not attempt to use the nozzle to "drill" or push plugs into the cartridge. Exercise caution when using ink bottles with metal nozzles as running, falling, or misuse could result in injury. We recommend refilling your cartridge before the cartridge runs out of ink or the first time you receive a low ink warning.

## **Do not overfill**

When filling a cartridge containing a sponge, do not overfill and do not let sponge dry out.

## **Cardboard station #2 flexibility**

The cardboard station #2 can be folded to adapt to various sizes of cartridges.

## **Pressure Equalizing**

Generally an issue only for HP cartridges, the best way to get optimum performance out of your printer cartridge is to let the pressure stabilize properly. When a cartridge is emptied the internal pressures are upset. When you refill it, the internal pressure must reset before it will dispense ink effectively. Most cartridges require that you let them sit for 20 minutes before re-inserting them into the printer.

**#1 Problem** The number one refilling problem is waiting too long before refilling your cartridge. When you don't fill your cartridge right away, the ink will dry and clog the nozzles on the printhead. It is strongly suggested that you keep two cartridges: one in the printer, and one that is filled and kept in an airtight sealed plastic bag with a zipped lock. When you have printing projects due, an "extra/stand-by" filled cartridge can save the day. If you don't have a spare cartridge, make sure you refill your cartridge before it runs out of ink. If you don't have any ink available, place the cartridge on it's side in a sealed plastic bag until your ink arrives.

### **Limited refill life of a cartridge**

The main reason cartridges have a limited refill life is due to the resistors which control the electrical current to each outlet jet. When a cartridge runs out of ink, the resistors can overheat and burn out. Most printers will warn you of a low cartridge before it completely runs out of ink. At the first sign of low ink, refill your cartridge to ensure a long reliable life.

### **Mixing Pigment and Non-Pigment inks:**

Do not mix the pigment black ink and the non-pigmented (dye-based) black ink. Read your manufacturer's printer instructions carefully to determine the correct black for your inkjet cartridge.

Our specially formulated pigmented (archival) black ink has a high fade resistance to insure a longer print life. In our instructions, we will let you know which inks are required for refilling. Do not use the dye-based black ink in a cartridge that requires the pigmented black ink.

Photo cyan and photo magenta go only in specific inkjet cartridges. Do not substitute these inks for your regular cyan and magenta ink.

### **How long should I store ink?**

Use the ink within one year of purchase.

Keep all kit components away from children and animals.

Do not lay ink bottles on their side, or store bottles upside down which can cause bottles to leak. Store bottles at room temperature in a clean environment. Avoid excessive heat, cold, or dust.

Please dispose of old cartridges and ink in an earth-friendly manner. More information is available on our website for your convenience.

### **Clean all components after refilling**

After each use, rinse off the hand drill with warm water and dry off any moisture. If drill is not cleaned after drilling into cartridge, it can result in color contamination. If your cartridge uses a plastic refill station, it maybe necessary to wipe or rinse out any excess ink that may have dripped into your station during the refill process. Make sure to wipe off any excess ink from each ink bottle and the long metal bottle tips after each use. If your cartridge has a printhead, keep your fingers and ink off the copper circuits on the back of the cartridge. Do not attempt to rub or wipe circuits. Always gently "blot" away any excess ink that might get on copper circuits. Damaging these circuits can render cartridge useless. You should have a small amount of ink on the printhead in the form of a dot or thin line. This is natural and an indication that your printhead is flowing correctly. If you have excess ink on the printhead from refilling, gently "blot" or "dab" excess ink away without rubbing or wiping.

Ink is NOT edible. These are not food grade inks.

INK WILL STAIN. USE CAUTION, FOLLOW INSTRUCTIONS, TAKE YOUR TIME, HAVE FUN!

