

Step-by-Step Instructions

(PRINT this set of instructions to follow every time you refill your cartridge)

XEROX 8R7600, 8R7661, 8R7660, 8R7662, 8R7663



Items Needed: Gloves, hand-drill, small plugs, dye-based black ink, cyan, magenta & yellow ink, cardboard station #2, aluminum tape, paper towels, review hints & tips and check list

Syringe: Attach needle tip (located inside station # 4) to the syringe tightly. Unscrew lid on ink bottle. Puncture silver seal with needle tip making a small hole in the center of seal. Pull the correct amount of ink into the syringe. Rinse syringe and needle tip after every use and before using syringe with another color. Rinse syringe and needle tip with water until the water runs clear.

- 1.) Place a piece of aluminum tape over the exit port on side of cartridge (ink tank). This is done to prevent cartridge from leaking during refilling.
- 2.) Use the cardboard station #2. Sit cartridge on some folded paper towels in the upright position (label facing up). Notice that the cartridge is split into two sides. There is a sponge side and an ink reservoir side.
- 3.) Using the drill enclosed, drill one hole on top of the ink reservoir side.
- 4.) Hold the cartridge up at a slight 35-45 degree angle tilting toward the reservoir side when filling. Using the appropriate ink color, place the syringe tip in the fill-hole and slowly insert 5ml of ink. In between inserting ink into the cartridge, gently rock the cartridge back and forth from reservoir side to the sponge side. Make sure you have protected the surface under the cartridge with paper towels or old newspapers. This cartridge may leak slightly from exit port when refilling. If leakage is excessive, you are filling the cartridge too quickly.
- 5.) Plug the cartridge immediately after refilling. If plug is not secure in the fill-hole, the cartridge will leak. Make sure the plug is completely wedged in fill-hole so no air can escape.
- 6.) Sit the cartridge upright on the paper towels for 10minutes. Do not remove the tape on bottom of exit port. After 10minutes, remove the tape from the exit port. A tiny amount of ink will escape from exit port after removing the tape. Sit cartridge upright on paper towels for an additional 10 minutes. Make sure the exit port is not directly touching the paper towel. Do not put cartridge in printer if it is leaking or forming a droplet.
- 7.) After ink in cartridge has stabilized and is not leaking, reinstall cartridge back in the printer, run cleaning cycles (1-3) and print test. [Or Print 3 pages using:](http://www.refills4you.com/support/black_print_test.html)

http://www.refills4you.com/support/black_print_test.html for black
http://www.refills4you.com/support/color_print_test.html for color

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