

SERVICE CONTRACTOR SERIES
Portable Bag Closer - Model S

OPERATING INSTRUCTIONS



For Parts, Service or Technical Support please contact us anytime:

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SUGGESTIONS

To insure successful operation of machine, study following instructions with care. Machine is shipped with sample of sewn material. Check sample for stitching and chain appearance. After studying instructions, practice sewing on the sample or an empty bag until control of machine is mastered. Then proceed to close filled bags.

SERVICE

Contact Service Thread for the location of your authorized service representative for prompt service, thread, oil and parts supplies.



PROPER OPERATING PROCEDURES

Hold machine in right hand with forefinger on switch button at bottom of handle. Slight finger pressure against switch will start machine. Machine automatically stops when pressure is released.

Hold bag top in left hand at starting side and position the bag material close to and between machine's presser foot and throat plate. Machine will automatically engage bag when starting button is pressed.

To finish the closing operation, run machine off the bag two or three inches. With a little practice, thread cutting operation can be accomplished swiftly by merely rotating the machine slightly in a counter clockwise direction after the bag has been closed, directing the thread chain into the "V" shaped slot at rear of throat plate where automatic knives are operating and waiting to cut thread chain.

Important! Always sew well above contents in bag. Do not sew farther than four inches down from the top of textile bag, and not more than four inches down from top of paper bag. Never interfere with the feeding of the machine as it sews across the bag, either by pulling it, holding it back, or pulling up.

HOW TO CLOSE A PAPER BAG

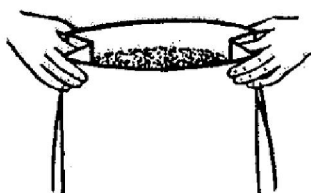


Figure No. 1

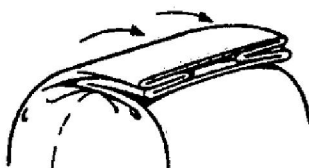


Figure No. 2

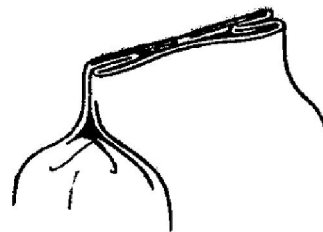


Figure No. 3

After bag is filled, weighed, and ready for closing, the operator should first reform gussets. See Fig. No. 1. Next, fold or “break” top of bag sharply over contents. See Fig. No. 2. Bring top of bag upright into closing position. The sides will be close together, smooth and wrinkle free. See Fig. No. 3. Proceed with sewing operation, **but sewing no more than four inches down from top of bag**. NOTE: Sufficient bag top above the product fill line is necessary to properly “break” bag.

When closing bags that are thick seamed on both sides such as Calcutta or Sisal bags, pull the seam on the starting side of bag two or three inches to one side, so that you start closing on the bag proper and not on the seam.

GENERAL RECOMMENDATIONS

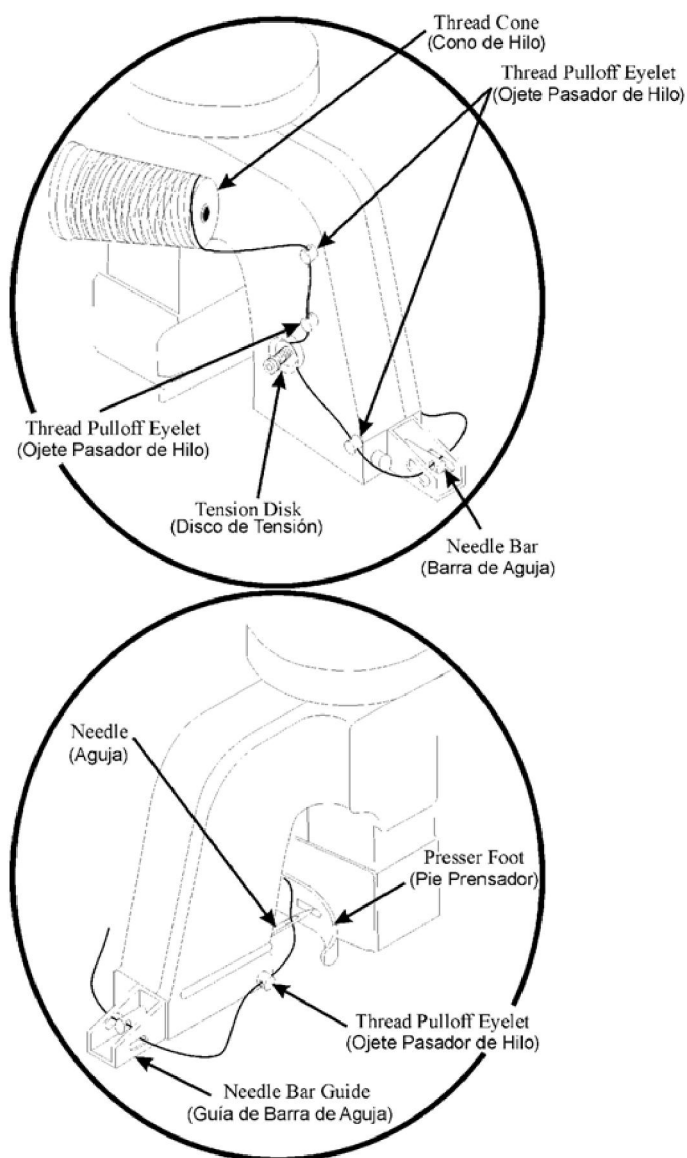
The machine typically uses 4 or 5-ply thread, usually thread size 12s or 13s, wound on 8oz. tapered cones. For maximum strength be sure and use only Service Premium Synthetic Thread. Each cone will close approximately 350 normal size 50 lb. bags.

While Installation of any kind is not necessary, many machine repairs can be avoided by suspending the portable from the ceiling with a Service Model 1550 suspension unit. This preventative option will ensure that the machine does not sit on the floor between uses, where damage is can be inevitable. **Do not operate machine from direct current (DC) or a 220 volt line unless machine has been specifically been ordered with the appropriate 220 volt motor and electrical specifications.** Use only 110 volt AC line in the USA or as specified on your purchase order.

Machine feeds automatically. Don’t pull or hold it back as it feeds across the bag. The machine is designed to sew forward across its sewing surface automatically. When this feeding is not apparent, this is an indication that feed dog part number 11203 is worn and needs to be replaced.

Don’t try to operate machine with bent or blunt needle. Replace the D-5 needle if you suspect it is bent or blunt.

Don't disturb connecting rod and eccentric, part No. 11079, or looper cam, part No. 11310. They are timed and set at the factory.



THREADING AND TENSION

To install new cone of thread, push thread clamping bolt, part No. 11804, through hole in top of cone and securely lock in position with wing nut, part No. 11805. Cone of thread must not rotate or wobble on thread stand. Follow illustration here, being sure that thread passes between the two tension discs, parts No. 11114. Thread needle from outside to inside of machine. Pull several inches of thread through needle, start the stitch on a small piece of bag, and proceed to sew bags in normal manner.

If asphalt laminated or water proof bags are being used, it is necessary to lubricate thread by soaking full cones in container of Service Thread Lubricant. Tension is the degree of resistance the thread meets in passing between the tension discs, part No. 11114. Tension too loose will cause the thread to tear or will leave loose loops of thread on the bag instead of nice firm stitches. Tension too tight will also cause the thread to tear or will cause textile bag material to pucker. In either case, the machine may not chain off. To alter the amount of tension, loosen upper tension nut, part

No. 11116. Turn lower tension nut, part No. 11117, about 1/8 turn at a time – up to loosen tension, or down to tighten tension – testing on material – until desired stitch appearance is obtained. Be sure to re-lock upper tension nut.

SERVICE CONTRACTOR SERIES PORTABLE BAG CLOSER MODEL S



MAINTENANCE INSTRUCTIONS

ADJUSTMENTS

CAUTION: ALWAYS UNPLUG THE MACHINE BEFORE DOING MAINTENANCE, PARTS REPLACEMENT OR ADJUSTMENT.

MAINTENANCE

NOTE: Genuine Service Cleaning Lubricant and #5-100 Lubricating Oil are available from any Authorized Service Thread Representative.

OILING:

This machine is equipped with a MANUAL OILING SYSTEM. The OIL RESEVOIR and the OIL PUMP are found at the cord-end of the HANDLE.

Oil Reservoir: Use Service #5-100 (Food Grade) Lubricating Oil. The OIL RESERVOIR and PUMP must have a supply of clean oil at all times. The oil level can be viewed through the clear reservoir.

CAUTION: Never operate this machine with the oil reservoir cap removed.

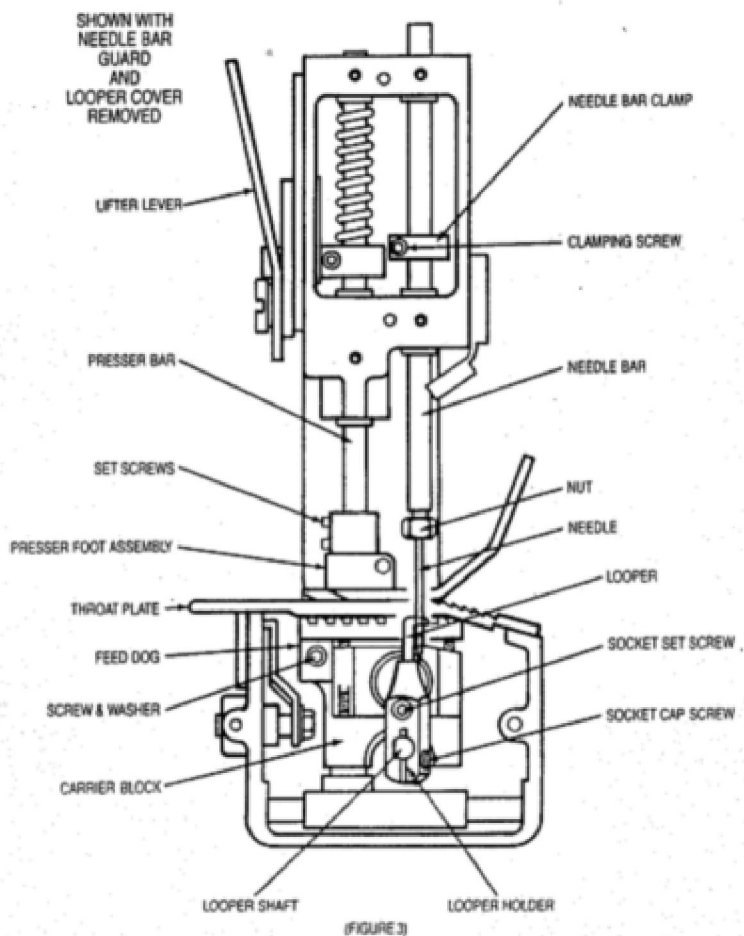
To lubricate the moving parts: Press the PLUNGER on the OIL PUMP THREE TIMES. This will dispense the correct amount of oil for an average four hours used under normal conditions.

CLEANING:

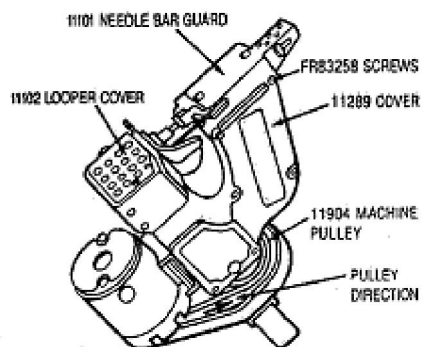
To clean the dirt from the machine:

- 1. Unthread the machine*
- 2. With the machine running, dip the portion shown in about four inches (100mm) of lubricant while starting and stopping the machine intermittently.*
- 3. Use a brush to clean the back of the machine*

CAUTION: Use Service Cleaning Lubricant or other Grade 10 non-detergent oil to clean the machine. Do NOT use gasoline, motor oil, or similar agents.



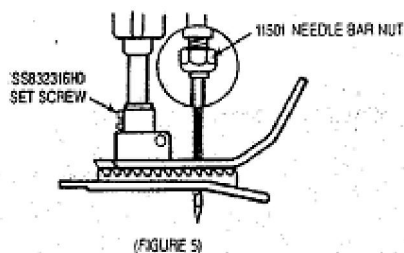
REPLACING PARTS



Put the machine on a flat surface with the LOOPER COVER and the NEEDLE BAR GUARD facing you. Tip the machine back away from you until it rests on the HANDLE and the MOTOR. All replacements and adjustments described below are easier to perform with the machine in this position.

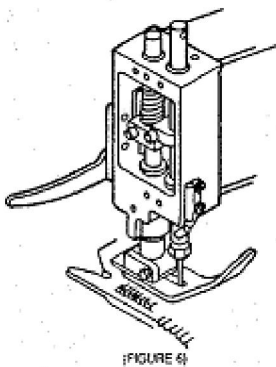
TO REPLACE THE NEEDLE

CAUTION: When loosening or tightening the NEEDLE BAR NUT it is best to use the WRENCH provided. A heavier wrench may apply too much force, which will strip the threads or crack the nut.



1. Loosen the NEEDLE BAR NUT #11501 (Figure 5) using the WRENCH provided with the machine.
2. Turn the MACHINE PULLEY #11904 (Figure 4) until the needle is at its highest point.
3. Remove the NEEDLE by grasping it near the top, close to the needle bar, pulling it down and away from the nut.
4. Insert the new NEEDLE into the NEEDLE BAR as far as it will go. **The long groove in the needle must face toward the LOOPER COVER.** (Figure 5).
5. Tighten the NEEDLE BAR NUT firmly, using the WRENCH provided with the machine.

TO REPLACE THE LOOPER



#WF8S.

1. Rotate the LIFTER LEVER until it locks into place as Shown (Figure 6). This will raise the PRESSER FOOT above the THROAT PLATE.
2. Remove the NEEDLE (Figure 5)
3. Remove the LOOPER COVER #11102 (one screw)
4. Remove the THROAT PLATE #11210 (three screws #F64038) (Figure 7)
5. Remove the FEED DOG #11203 (Figure 3):
 - a. Turn the machine PULLEY #11904 (Figure 4) until the FEED DOG is at its lowest position.
 - b. Remove the SCREW #SC8321 and the WASHER
 - c. Pull the FEED DOG gently off the CARRIER BLOCK #11437
6. Install the new LOOPER
 - a. Using an Allen Wrench, loosen the SET SCREW in LOOPER HOLDER #11301
 - b. Pull out the old LOOPER #11300

c. Insert the new **LOOPER** in the **LOOPER HOLDER** with the flat on the **LOOPER SHANK** facing the **SET SCREW**. Be sure that the new **LOOPER** is pushed as far as it will go into the **LOOPER HOLDER**

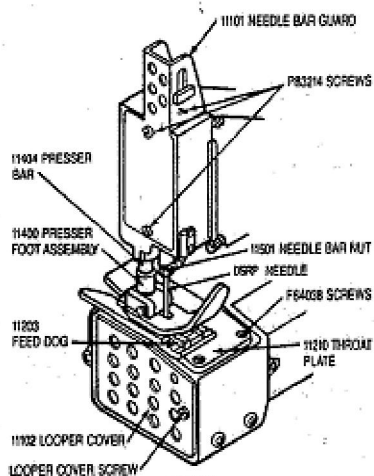
d. Tighten the **SET SCREW** against the flat on the **LOOPER SHANK**

7. Install a new needle and proceed with **LOOPER** and **NEEDLE** bar adjustments

MACHINE ADJUSTMENTS

When adjusting machine **ALWAYS** insert new **NEEDLE**. See section on **NEEDLE REPLACEMENT**.

LOOPER STROKE ADJUSTMENT

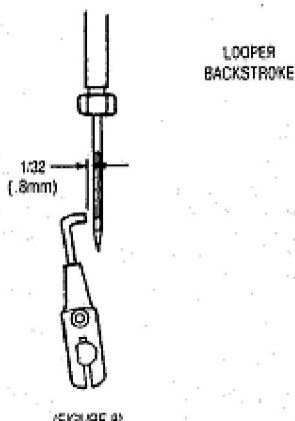


1. Rotate the **LIFTER LEVER** out until it locks into place as shown (Figure 6). This will raise the **PRESSER FOOT** above the **THROAT PLATE**
2. Remove the **LOOPER COVER** #11102. (one screw) (Figure 7)
3. Remove the **THROAT PLATE** #11210 (three screws #F64038) (Figure 7)
4. Remove the **FEED DOG** gently off the **CARRIER BLOCK** #11437
5. Turn machine **PULLEY** #11904 until the **LOOPER** #11300 is at maximum back stroke position to left of **NEEDLE**.

The **LOOPER** stroke is correct when there is $1/32''$ (.032") (.8mm) between **LOOPER** point and edge of **NEEDLE** when **LOOPER** is at maximum back stroke (Figure 8)

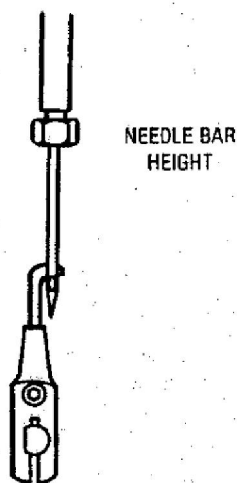
Use $1/32''$ gauge (#11302) for checking this clearance. If correct proceed to next adjustment.

If incorrect remove housing cover #11289 (Figure 4). Loosen socket cap screw #SC54058 (#11307) and rotate **LOOPER** unit $1/32''$ (.032") (.8mm) until clearance is achieved. Reinstall cover.



ADJUSTING THE NEEDLE BAR HEIGHT FOR LOOPER CLEARANCE

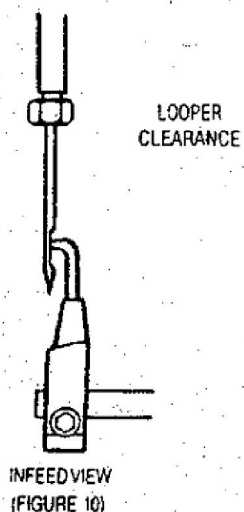
1. Remove the **NEEDLE BAR GUARD** (11101). (Three P83214 **NEEDLE BAR GUARD SCREWS** – One on the top of the guard – Figure 7).
2. Remove the **LOOPER COVER** #11102. (One **LOOPER COVER SCREW** – Figure 7).



(FIGURE 9)

3. Turn machine pulley #11904 until tip of LOOPER crosses and is flush with the side of the NEEDLE, or not more than 1/64" beyond.
4. Loosen slightly the CLAMPING SCREW on the NEEDLE BAR CLAMP #11502 (Figure 3).
5. Raise or lower the NEEDLE BAR as necessary until the bottom of the LOOPER #11300 is even with the top of the NEEDLE hole (Figure 9). **Do not change the LOOPER setting.**
6. Tighten the CLAMPING SCREW #SC54012 on the NEEDLE BAR CLAMP #11502 (Figure 3).
7. Check for proper clearance between the NEEDLE and the LOOPER as seen in Figure 10.
The LOOPER clearance may be adjusted at this point. If necessary see "Looper Clearance Adjustment" as follows:

LOOPER CLEARANCE ADJUSTMENT



The point of the LOOPER must pass the NEEDLE SCARF as closely as possible. The NEEDLE SCARF is the hollowed out section of the NEEDLE on the ungrooved side just above the hole. (Figure 10).

If adjustment is necessary:

1. Loosen the LOOPER HOLDER SOCKET CAP SCREW (Figure 3).
2. Move the LOOPER HOLDER (#11301) (Figure 3) on the LOOPER SHAFT #11303 until the LOOPER is positioned as close as possible to the NEEDLE without touching the NEEDLE.
3. Tighten the LOOPER HOLDER SOCKET CAP SCREW.
4. Install FEED DOG, LOOPER COVER, and THROAT PLATE.

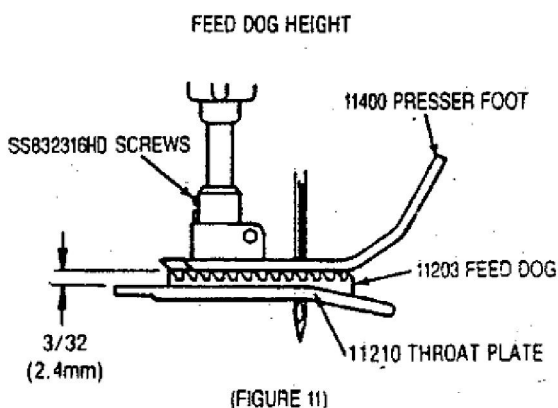
LENGTH ADJUSTMENT

The stitch length is set at the factory to give 3.5 stitches per inch (stitch length = 7.25mm). If the stitches shorten check the following:

If the teeth on the FEED DOG are worn, the stitches will be too short and the FEED DOG must be replaced. The stitch length is controlled by the FEED DOG #11203 (Figure 11) which moves above and below the THROAT PLATE #11210 during the normal sewing cycle. At its highest point the top of the FEED DOG TEETH should be 3/32 of an inch (2.4mm) above the THROAT PLATE.

FEED DOG HEIGHT ADJUSTMENT

If teeth on the FEED DOG are worn, the FEED DOG must then be replaced.



Feed dog height is controlled by adjustable set screws #SS64038HD in part #11437. These set screws should be adjusted so that at its highest point, the top of the FEED DOG is 3/32" (2.4mm) above the THROAT PLATE. For optimum

performance the trailing edge of the FEED DOG should be about .010" higher than leading edge.
Note: There is a set of locking screws #SS64038HD on underside of FEED CARRIER BLOCK (#11437). These must be locked into place.

MOTOR INSTRUCTIONS

This motor is intermittent duty, which means that it should not run for long periods of time continuously. It is made for start and stop operations only, such as required by bag closing.

Brushes should be inspected at regular intervals so that wear can be detected and replaced before they are about 1/8" in length. To remove brushes, take out screw from side of motor. When replacing brush (PN 67277), be sure it is replaced at the same axial position as removed. If it isn't, excessive sparking and loss of power will result. New brushes can be purchased from us at any time.

PLATE A

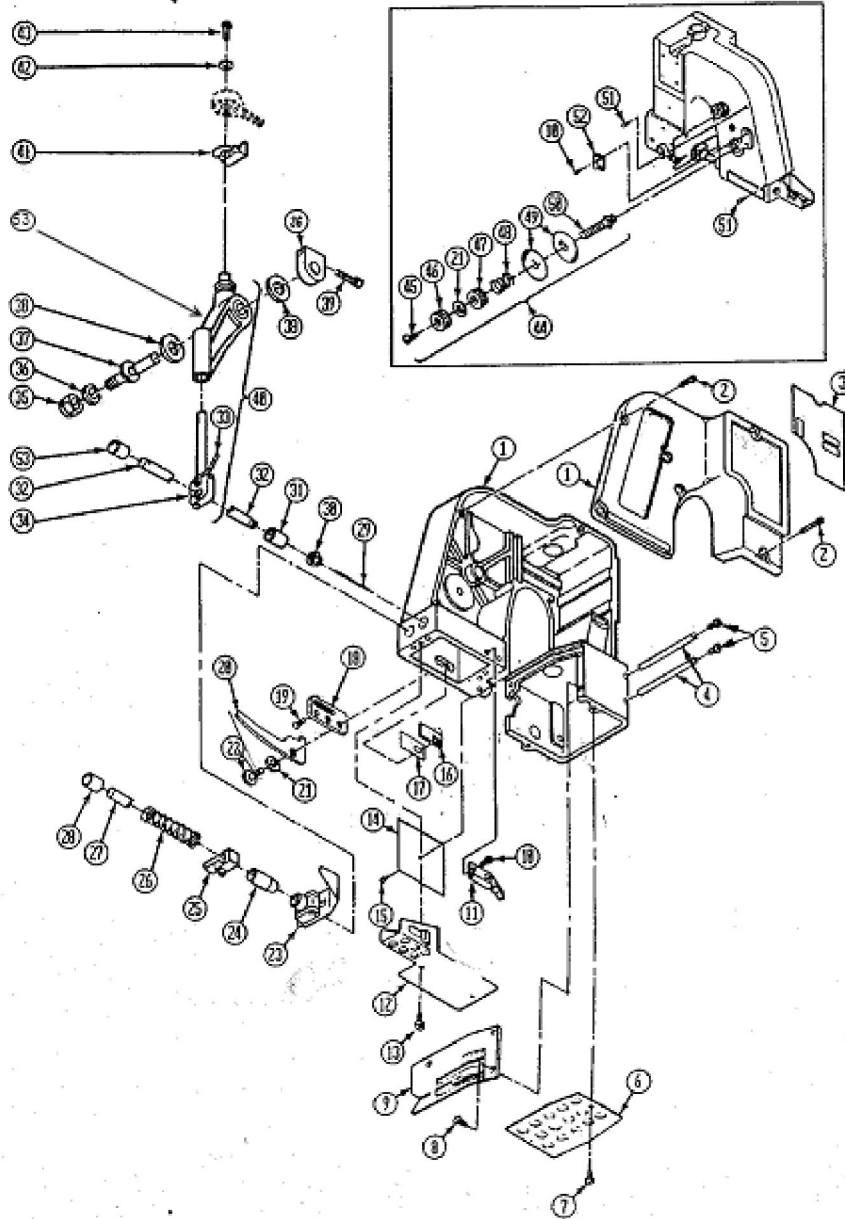
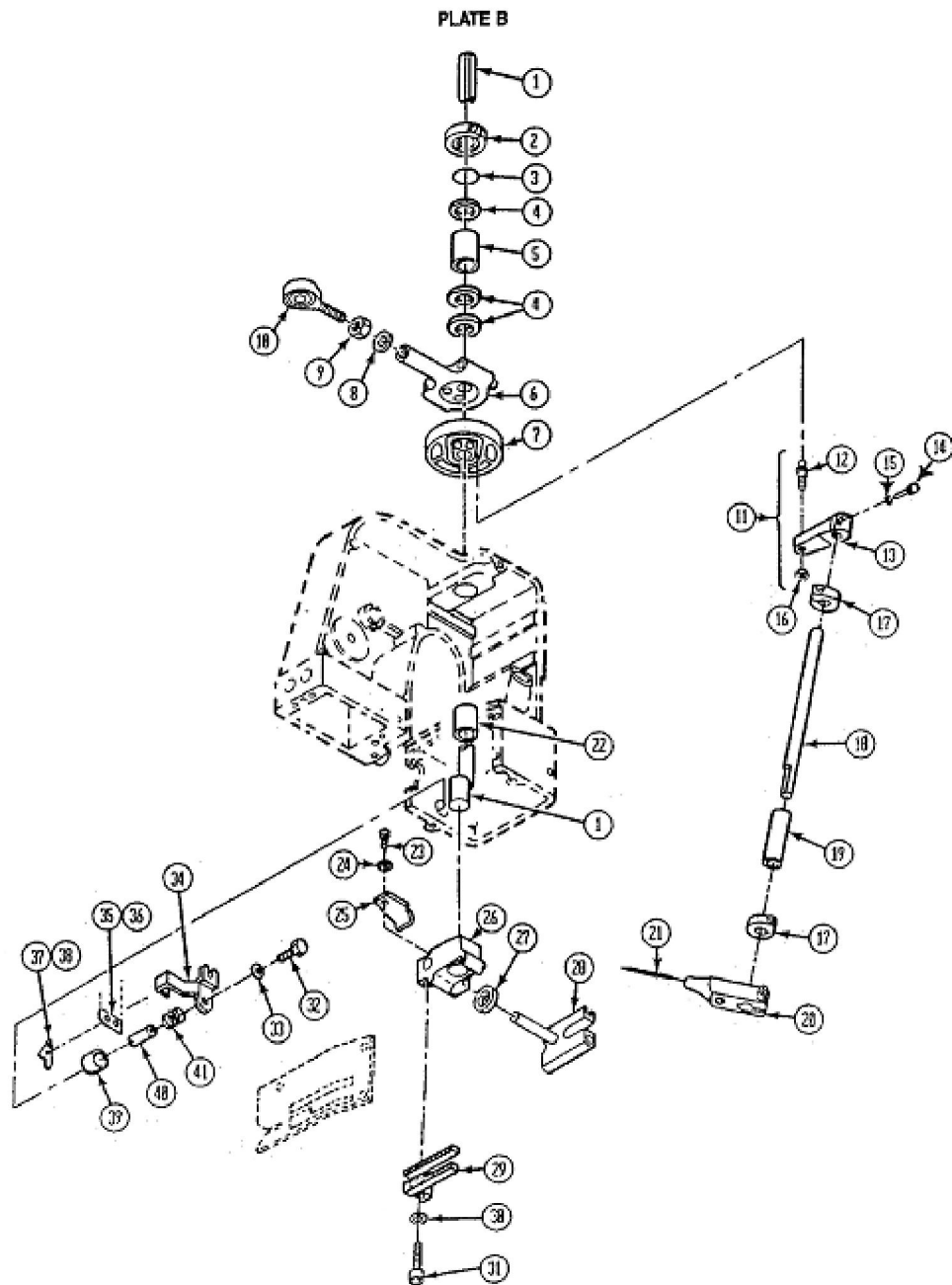


PLATE A – HOUSING NEEDLE LEVER, PRESSER FOOT – PARTS LISTING

<i>Item</i>	<i>Qty</i>	<i>Part Number</i>	<i>Description</i>
1	1	40448	Assy, Housing & Cover W/ Bushings
		11299	Cover, Housing
2	6	SC83212	Screw, Soc Cap 8-32 X 1/2"
3	1	40004	Nameplate, SERVICE CONTRACTOR SERIES
4	2	11010	Stud, Feed Dog Carrier Slide
5	4	SB103214	Screw, Soc. Button 10-32 X 1/4"
6	1	11102	Cover, Looper
7	1	11108	Screw, Looper Cover
8	3	F64038	Screw, Flat Hd. 6-40 X 3/8"
9	1	11210	Plate, Throat - Standard
		11212	Plate, Throat - Taping (Not Shown)
10	4	B632316	Screw Binding Head 6-32NC x 3/16"
11	1	11321	Tube, Thread Guide (Front)
12	1	11101	Guard, Needle Bar
13	4	SB83214	Screw, Soc Bttn 8-32 X 1/4 (SP)
14	1	11009	Plate, Cover
15	1	B103214	Screw Binding Head 10-32 x 1/4 "
16	1	11657	Cover, Slide Pad
17	1	11656	Pad, Slide
18	1	11651	Plate, Lever
19	1	SF832516	Screw, Soc Flat 8-32 X 5/16"
20	1	11654	Lever, Presser Foot Lifter
21	1	11655	Washer, Spring
22	1	11653	Screw, Pivot
23	1	11400	Assy., Presser Foot - Standard
		11399	Assy, Presser Foot - Taping (Not Shown)
24	1	11444	Bushing, Presser Bar - Lower
25	1	11652	Lifter, Presser Foot

26	1	11414	Spring, Presser Bar
27	1	11404	Presser Bar
28	2	11442	Bushing, Needle Bar and Presser Bar - Upper
29	1	D5	Needle
30	1	11501	Nut, Needle Bar
31	1	11443	Bushing, Needle Bar - Lower
32	1	11500	Needle Bar
33	1	11508	Wicking, Oil Lubricant
34	1	11502	Assy, Needle Bar Clamp
35	1	11268	Nut, Lock (Nylock) 3/8 - 24 NC
36	1	A3934	Washer, Idler
37	1	11287	Pin, Pivot
38	2	WT38132	Washer, Thrust
39	1	11008	Clamp, Pivot - Needle
40	1	11099	Assy., Needle Bar Clamp and Lever
41	1	11510	Spring
42	2	WF10	Washer, #10 Flat
43	1	H103212	Screw, Hex Hd. 10-32 X 1/2"
44	1	11112	Assy., Complete Thread Tension
45	1	F64038	Screw, Flat 6-40 X 3/8"
46	1	11116	Nut, Tension - Upper
47	1	11117	Nut, Tension - Lower
48	1	11115	Spring, Thread Tension
49	2	11114	Disc, Thread Tension
50	1	11113	Stud, Thread Tension
51	4	11109	Eyelet, Thread Pull- off Eyelet
52	1	11118	Tube Thread Guide (Rear)
53	1	11025	Lever, Needle



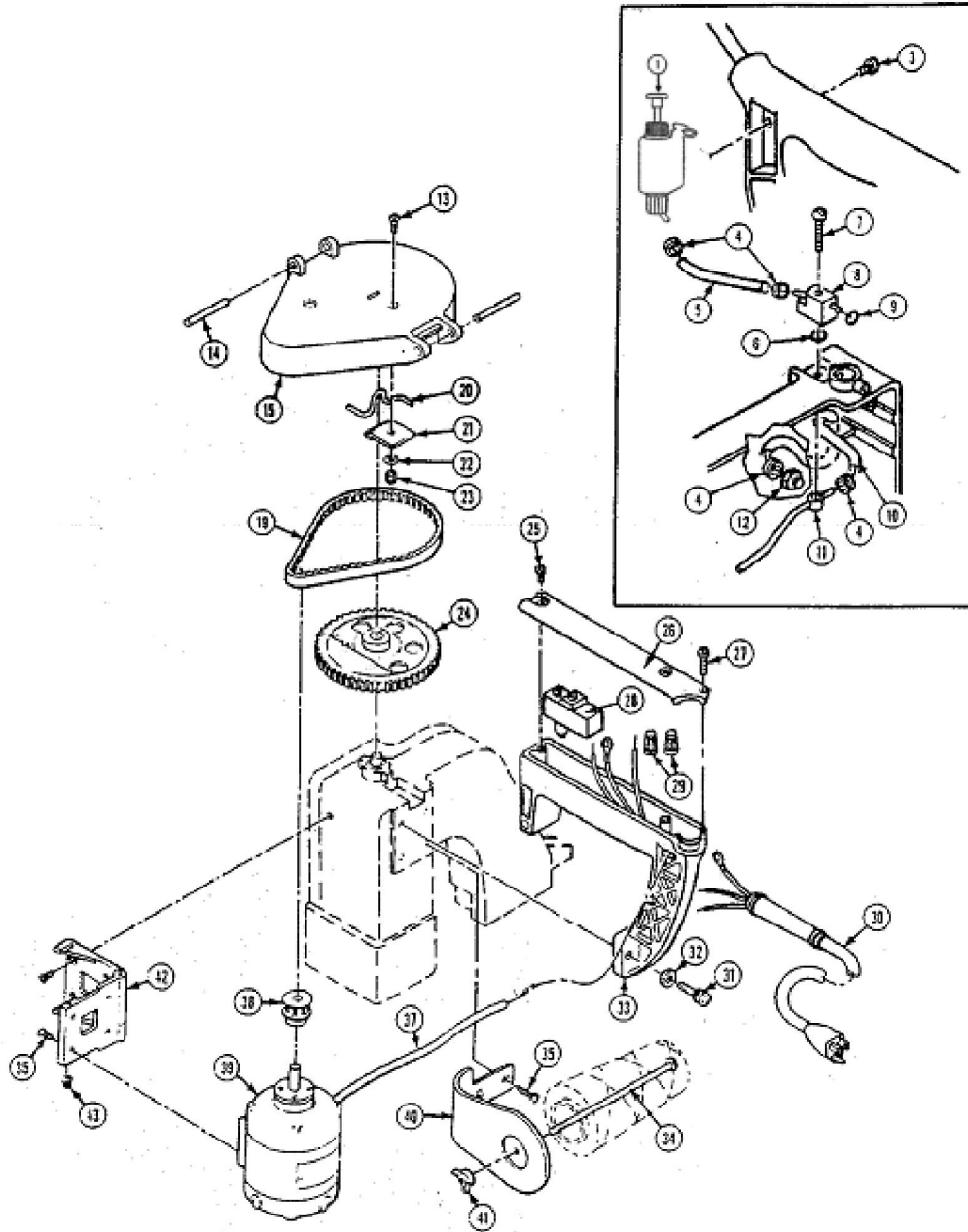
MODEL SERVICE CONTRACTOR SERIES MAIN SHAFT & LOOPER ASSEMBLY

Plate "B"

ITEM	QUAN.	PART NO.	DESCRIPTION
1	1	11600	Main Shaft
2	1	11616	Collar, Main Shaft"
	1	SC54038	Screw, Soc. Cap 5-40 x 3/8"
3	1	10420	"O" - Ring
4	3	11006	Thrust Washer
5	1	11441	Bushing, Main Shaft - Rear
6	1	11079	Assy., Connecting Rod & Eccentric (REPLACEMENT)
7	1	11310	Assy., Looper Cam
	1	*** SS103258CP ***	Screw, Soc. Set 10-32 X 1/2 " (Cone Point)
	1	*** SS103212 ***	Screw, Soc. Set 10-32 X 1/2"
8	1	WIT516	Washer, Internal Tooth 5/16"
9	1	11608	Nut, Hex (Special)
10	1	11607	Bearing, Rod End
11	1	11317	Assy., Cam Follower Arm & Stud
12	1	11308	Stud, Cam Follower
13	1	11307	Arm, Cam Follower
14	2	SC54038	Screw, Soc. Cap 5-40 X 3/8"
15	1	11313	Washer, Flat - #5 Special
16	1	11309	Nut, Hex-Special
17	2	11304	Collar, Looper Shaft
	2	SC54012	Screw, Soc. Cap 5-40 X 1/2"
18	1	11303	Shaft, Looper
19	2	11445	Bushing, Looper Shaft
20	1	11301	Holder, Looper
	1	SS832316	Screw, Soc Set 8-32 X 3/16"

	1	SC54038	Screw, Soc. Cap 5-40 X 3/8"
21	1	11300	Looper
22	1	11447	Bushing, Main Shaft - Front
26	1	11437	Carrier Block, Feed Dog
	4	SS64038FP	Screw, Soc. Set 6-40 X 3/8"
	1	SB832516	Screw, Soc. Btn. 8-32 X 5/16"
	1	WIT8	Washer, Internal Tooth #8
	1	11003	Clip, Angle
27	1	11410	Washer, Felt
28	1	11446	Slide
29	1	11203	Feed Dog
30	1	WS8	Washer, Spring #8
31	1	SC8321	Screw, Soc. Cap 8-32 X 1"
32	1	H103238	Screw, Hex Hd. 8-32 X 3/8"
33	1	WIT10	Washer, Internal Tooth #10
34	1	11007	Bracket, Knife
35	1	11703	Knife, Stationary
36	2	F348516	Screw, Flat Hd. 3-48 X 5/16"
37	1	11702	Knife, Moving
38	2	F348316	Screw, Flat Hd. 3-48 X 3/16"
39	1	11016	Bushing, Knife Shaft
40	1	11707	Shaft, Knife
41	1	11704	Spring, Knife Tension

PLATE C



MODEL SERVICE CONTRACTOR SERIES HANDLE AND ELECTRIC DRIVE

Plate "C"

ITEM	QUAN.	PART NO.	DESCRIPTION
1	1	11450	Assy., Oil Pump
3	1	SB83212	Screw, Soc. Btn. 8-32 X 1/2"
4	4	11472	Clamp, Garter Spring
5	4" (102mm)	85128	Tubing, Tygon 1/4" OD
6	1	11479	"O" Ring
7	1	SB832114	Screw, Soc. Btn. 8-32 X 1 1/4"
8	1	11475	Manifold, Outside
9	1	11478	"O" Ring
10	4.5" (114mm)	85128	Tubing, Tygon 1/4" OD
11	1	11485	Weldment, Manifold - Inside
12	1	11490	Fitting, Barbed
13	1	SF832516	Screw, Soc. Flat 8-32 X 5/16"
14	2	PS6.6X40	Spring Pin 1/4" Dia. X 1 1/2"
15	1	11018	Guard, Belt (Top)
19	1	11909	Drive Belt, Timing
20	1	11012	Hanger
21	1	11017	Clip, Hanger
22	1	WIT8	Washer, Internal Tooth #8
23	1	NH832	Nut, Hex 8-32
24	1	11904	Pulley, Machine
25	2	SB103212	Screw, Soc. Set 10-32 X 1/2"
26	1	11011	Cover, Handle
27	1	SC44034	Screw, Soc. Cap 4-40 X 3/4"
28	1	11819	Switch
29	2	76000	Wire Nut, 300V, 16-18 AWG

30	1	11808	Cord Set
31	2	SC142034	Screw, Soc. Cap 1/4-20 X 3/4"
32	2	WS14	Washer, Spring 1/4"
33	1	11028	Handle (Standard Unit)
34	1	11804	Holder, Thread Guide and Cone
35	6	SF103238	Screw, Soc. Flat 10-32 X 3/8"
38	1	11902	Assy, Pulley-Motor Timing
39	1	67275	Motor, 115 VAC w/ Mount (Hinge and Screws Included)
		67276	Motor, 220 VAC w/ Mount (Hinge and Screws Included)
40	1	11815	Thread Stand (8 oz)
41	1	11805	Nut, Wing-Washer Base-1/4-20
	1	11190	Oil and Needles Kit (Not Shown)
	1	36069	Owners Manual
44	1	WN8	Washer, Nylon-#8
	1	1-147	SERVICE CONTRACTOR SERIES Tool Kit
45	1	PT8OZWHITE	Thread, Poly 8 Oz. Cone