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**Original operating instructions
Firewood drag saw**

Einhell®

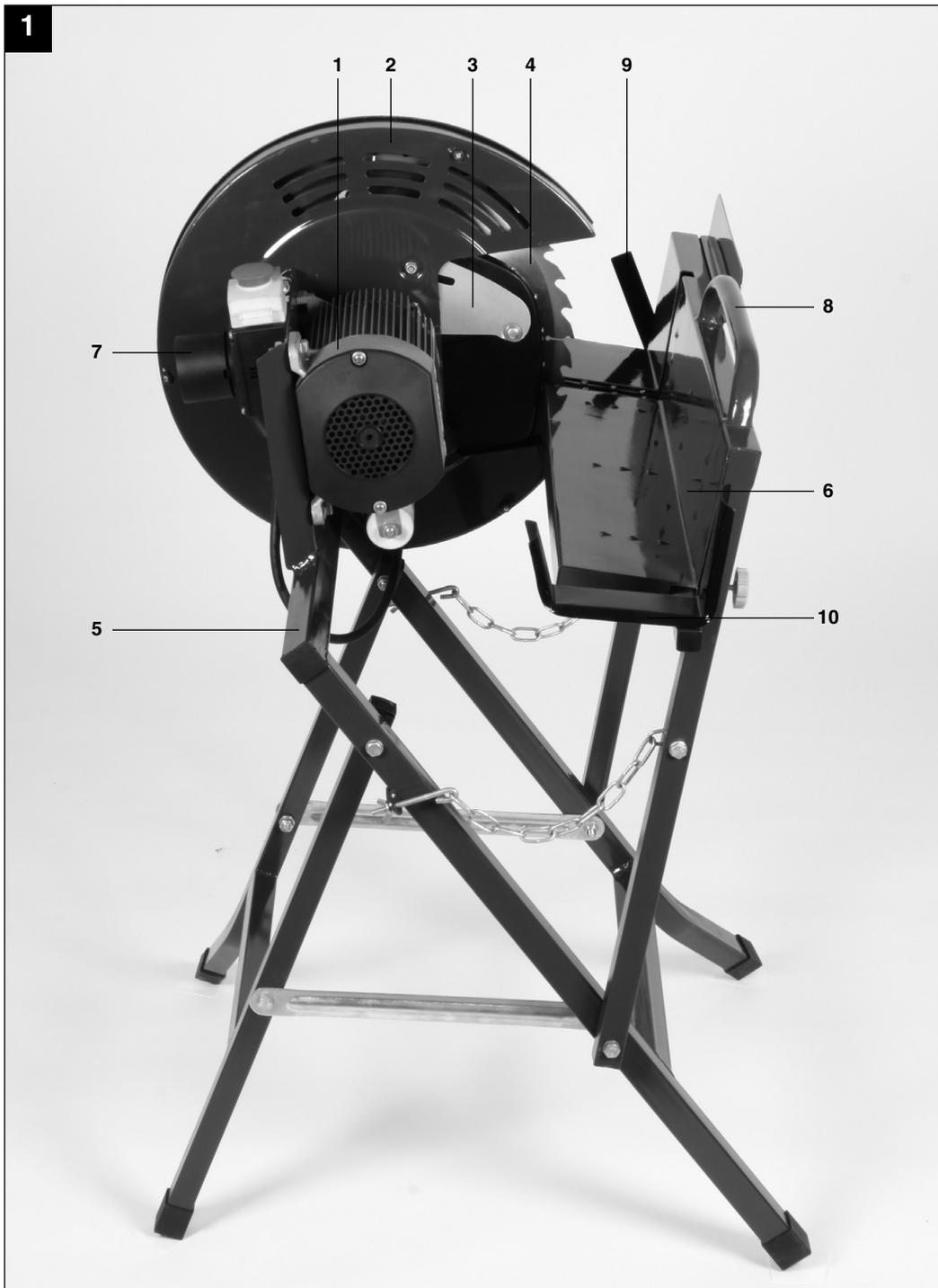
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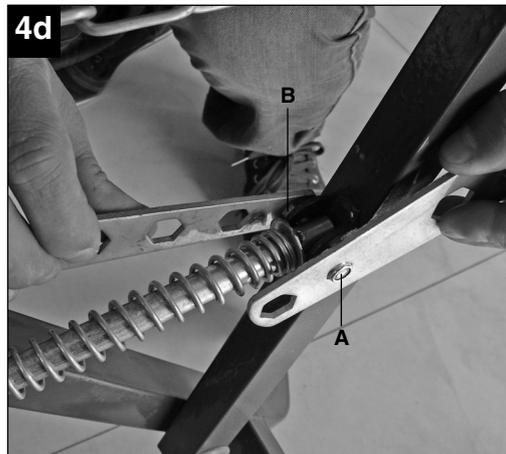
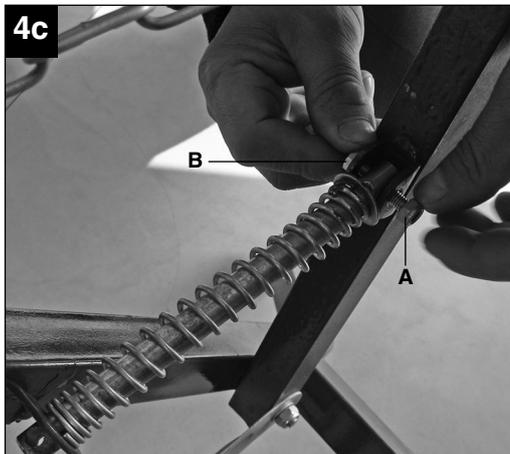
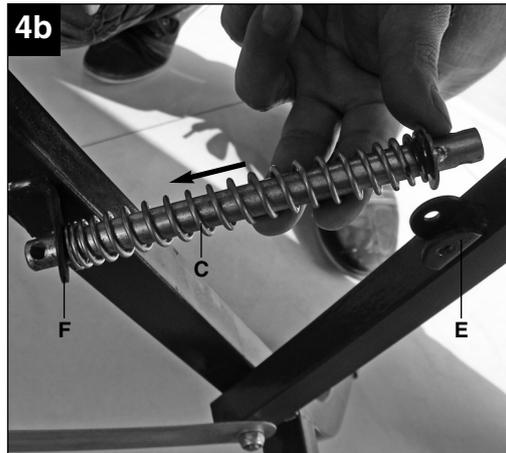
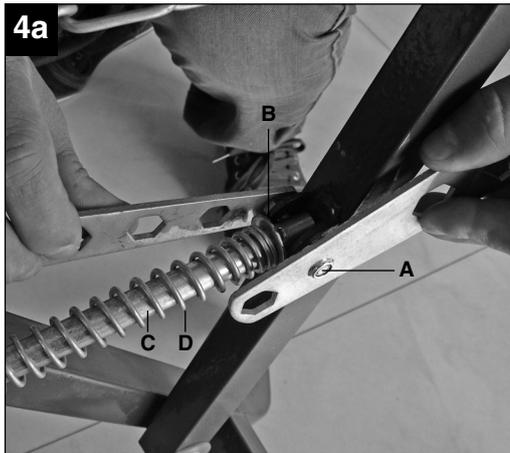
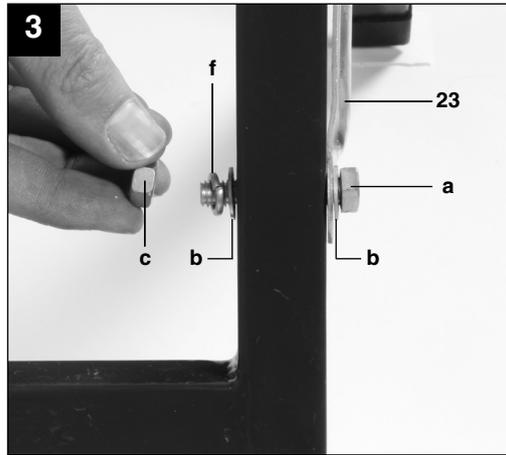
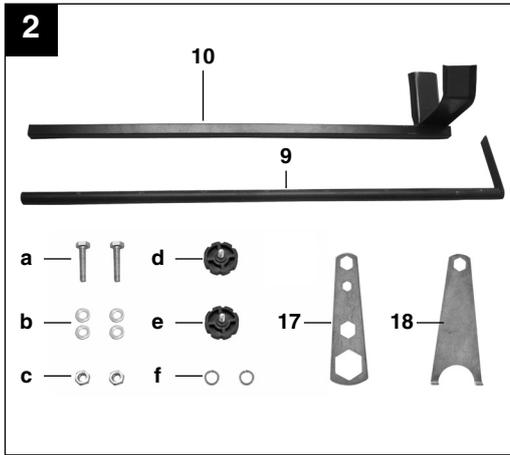
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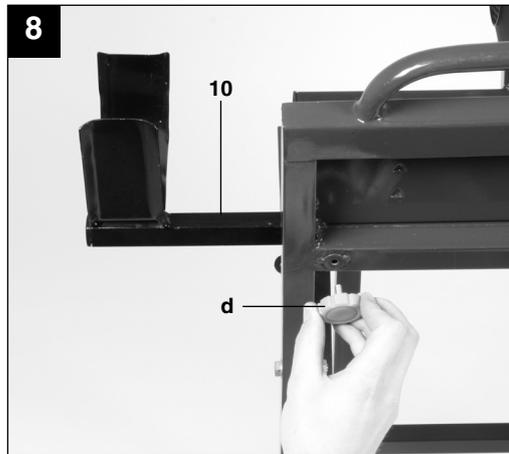
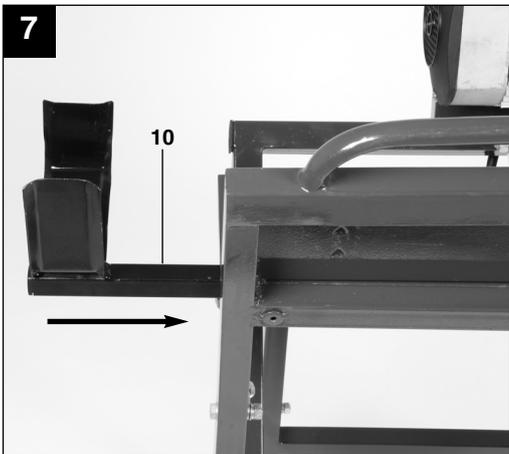
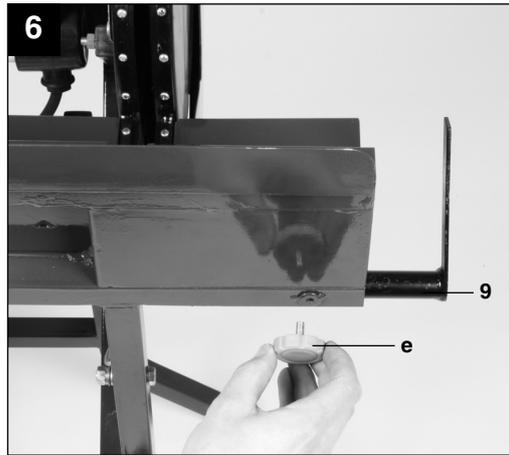
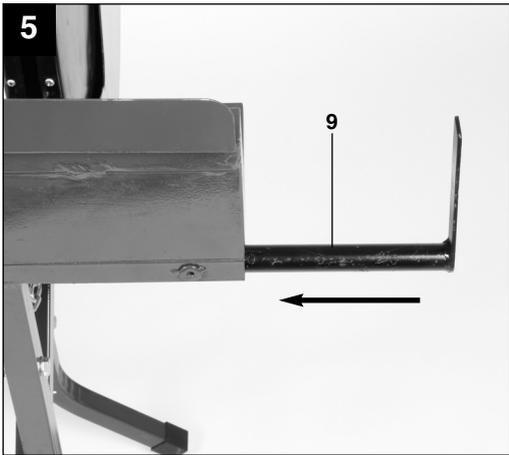
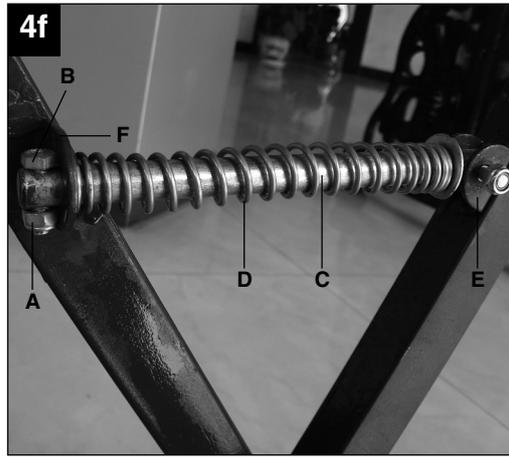
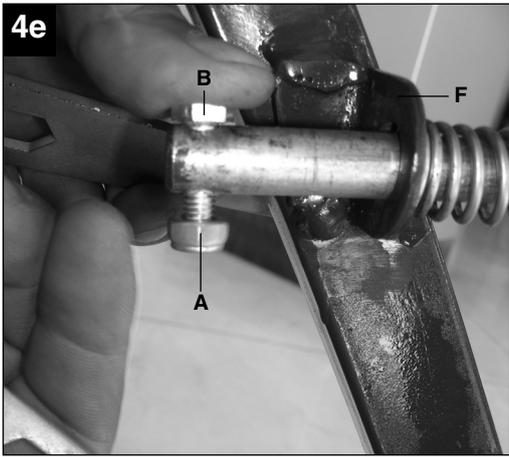
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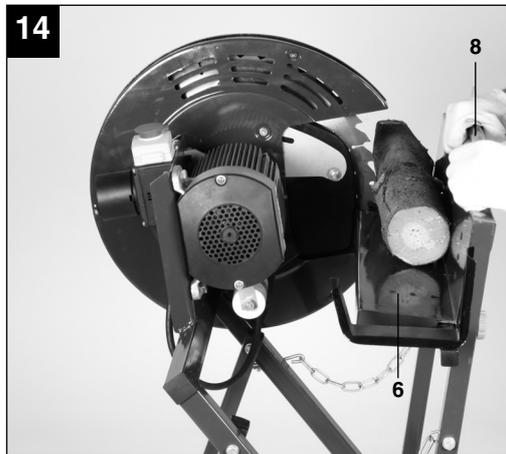
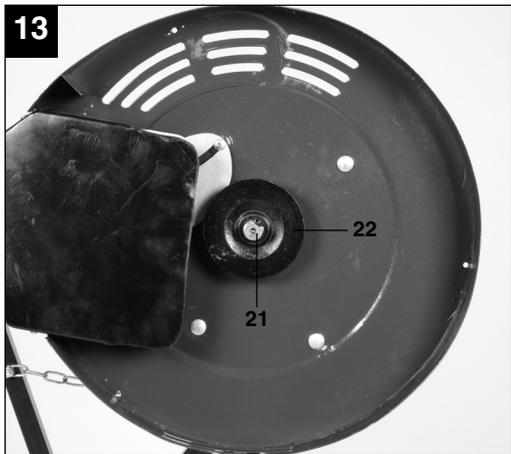
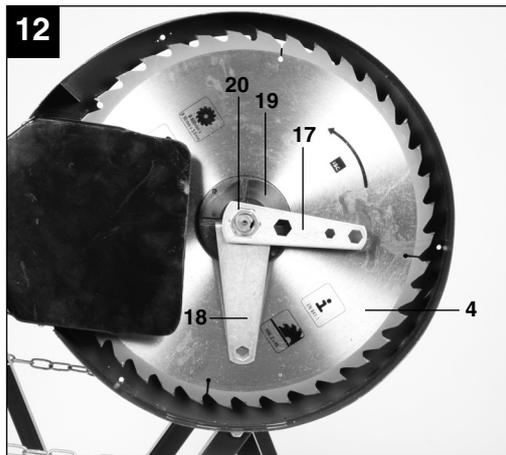
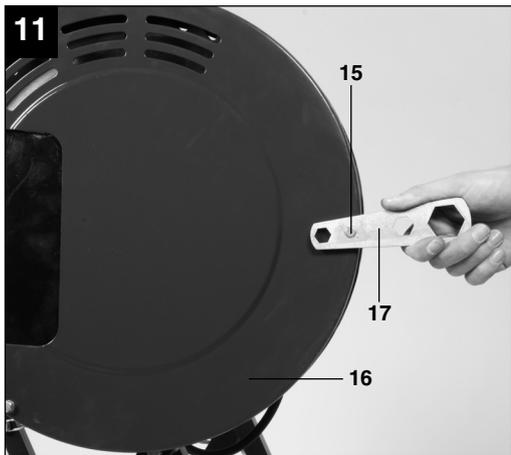
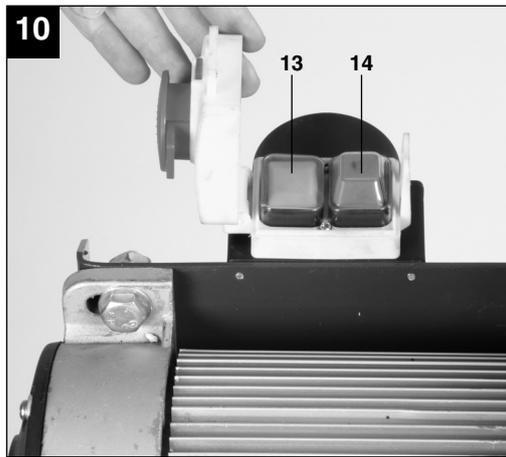
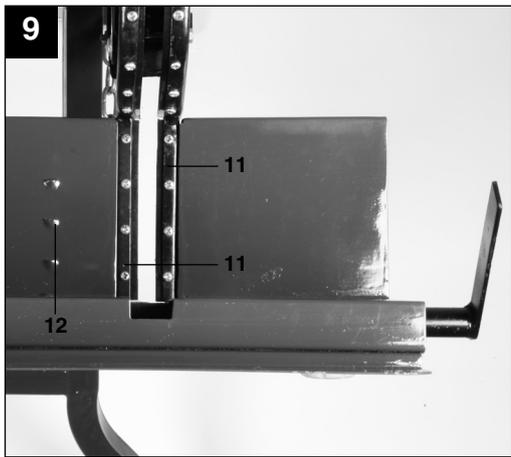
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BT-LC 400/2-UK









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“Caution - Read the operating instructions to reduce the risk of injury”



Wear ear-muffs.

The impact of noise can cause damage to hearing.



Wear a breathing mask.

Dust which is injurious to health can be generated when working on wood and other materials. Never use the device to work on any materials containing asbestos!



Wear safety goggles.

Sparks generated during working or splinters, chips and dust emitted by the device can cause loss of sight.



Important:

Risk of injury! Never reach into the running saw blade.



Always wear gloves when handling saw blades and rough cuttings.



Do not expose to rain! Do not expose to rain or wet conditions.



Disconnect the power plug from the mains immediately if the mains cable is damaged or cut.

GB**⚠ Important!**

When using the equipment, a few safety precautions must be observed to avoid injuries and damage. Please read the complete operating instructions and safety regulations with due care. Keep this manual in a safe place, so that the information is available at all times. If you give the equipment to any other person, hand over these operating instructions and safety regulations as well. We cannot accept any liability for damage or accidents which arise due to a failure to follow these instructions and the safety instructions.

1. Tool description (Fig. 1)

- 1 Motor
- 2 Fixed saw blade cover
- 3 Moving saw blade cover
- 4 Saw blade
- 5 Frame
- 6 Feed cradle
- 7 Switch/plug block
- 8 Handle
- 9 Longitudinal stop
- 10 Cradle extension

2. Items supplied

- Firewood drag saw
- CV saw blade
- Tool to change the saw blade
- Original operating instructions

3. Proper use

The firewood drag saw is designed for cross-cutting firewood within the specified dimensions (see technical data) in a feed cradle that pivots towards the saw blade. This tool is only designed for outdoors use and for operation by one person. Other persons must remain a safe distance away from the tool whilst it is operating.

The machine is to be used only for its prescribed purpose.

Any other use is deemed to be a case of misuse. The user/operator and not the manufacturer will be held liable for damage and/or injuries of any kind that result from such misuse. The machine is to be operated only with suitable saw blades (saw blades made of HM or CV) It is prohibited to use any type of HSS saw blade and cutting-off wheel. To use the machine properly you must also observe the safety

regulations, the assembly instructions and the operating instructions to be found in this manual.

All persons who use and service the machine have to be acquainted with this manual and must be informed about the machine's potential hazards. It is also imperative to observe the accident prevention regulations in force in your area. The same applies for the general rules of occupational health and safety.

The manufacturer shall not be liable for any changes made to the machine nor for any damage resulting from such changes.

Even when the machine is used as prescribed it is still impossible to eliminate certain residual risk factors. The following hazards may arise in connection with the machine's construction and design:

- Contact with the saw blade in the uncovered saw zone.
- Reaching into the running saw blade (cut injuries).
- Kick-back of workpieces and parts of workpieces.
- Saw blade fracturing.
- Catapulting of faulty carbide tips from the saw blade.
- Damage to hearing if ear-muffs are not used as necessary.

The machine is to be used only for its prescribed purpose. Any other use is deemed to be a case of misuse. The user / operator and not the manufacturer will be liable for any damage or injuries of any kind caused as a result of this.

Please note that our equipment has not been designed for use in commercial, trade or industrial applications. Our warranty will be voided if the machine is used in commercial, trade or industrial businesses or for equivalent purposes.

4. Important information

Please read the directions for use carefully and observe the information provided. It is important to consult these instructions in order to acquaint yourself with the machine, its proper use and safety precautions.

⚠ Safety information

- Warning: When using electric tools it is imperative to take the following basic safety precautions in order to reduce the risk of electric shock, injury and fire.
- Take due note of all this information before and while working with the saw.
- Do not lose these safety regulations.
- Guard against electric shock
Avoid body contact with earthed parts.
- When equipment is not being used it should be kept in a dry, closed place out of children's reach.
- Keep mounted attachments sharp and clean to enable you to work well and safely.
- Check the power cable regularly and have it replaced by an authorized specialist at the first sign of any damage.
- Check your extension cables regularly and replace them if damaged.
- When working outdoors, use only extension cables that are approved for outdoor use and which are marked accordingly.
- Concentrate on what you are doing. Use common sense when working. Do not operate the tool if your mind is not on your work.
- Never use an electric tool with a switch that cannot be turned on and off.
- Warning! The use of other tools and accessories may put you at risk of injury.
- Always pull the plug out of the power socket before adjusting or servicing the machine.
- Give these safety regulations to all persons who work on the machine.
- Caution! Hands and fingers may be injured on the rotating saw blade.
- The machine is equipped with a safety switch to prevent it from being switched on again accidentally after a voltage drop or power failure.
- Before you use the machine for the first time, check that the voltage marked on the rating plate is the same as your mains voltage.
- If you need to use an extension cable, make sure its conductor cross-section is big enough for the saw's power consumption. Minimum cross-section 1.5 mm² or 2.5 mm² for cable lengths of 20 m or more.
- If you use a cable reel, the complete cable must be pulled off the reel.
- Check the power cable. Never use a faulty or damaged power cable.
- Do not use the cable to pull the plug out of the socket. Protect the cable from heat, oil and sharp edges.
- Do not leave the saw in the rain and never use it in damp or wet conditions.
- Provide good lighting.
- Do not saw near flammable liquids or gases.
- Wear suitable work clothes! Loose garments or jewelry may become caught up in the rotating sawblade.
- Non-slip shoes are recommended when working outdoors.
- Wear a hair net if you have long hair.
- Avoid abnormal working postures.
- Operators must be at least 16 years of age.
- Keep children away from the machine when it is connected to the power supply.
- Keep your workplace clean of wood scrap and any unnecessary objects.
- An untidy work area invites accidents.
- Do not allow other persons, especially children, to touch the tool or cable. Keep them out of your work area.
- Persons working on the machine should not be distracted.
- Note the direction of rotation of the motor and saw blade. Use only blades whose permissible maximum speed is not lower than the maximum spindle speed of the circular saw and of the material to be cut.
- After you have switched off the motor, never slow down the saw blade (4) by applying pressure to its side.
- Only fit blades (4) which are well sharpened and have no cracks or deformations.
- Do not use circular saw blades (4) made of high-alloy high-speed steel (HSS).
- Use only blades which are recommended by the manufacturer and comply with EN 847-1.
- Faulty saw blades (4) must be replaced immediately.
- Never use saw blades which do not comply with the data specified in this manual.
- Never dismantle the machine's safety devices or render them inoperative.
- If the table insert is worn, replace it.
- Always stand to the side of the saw blade when working with the saw.
- Never load the machine so much that it cuts out.
- Make sure that off-cuts do not catch on the saw blade crown. Risk of catapulting!
- Never remove loose splinters, chips or jammed pieces of wood when the saw blade is running.
- To rectify faults or remove jammed pieces of wood, always switch off the machine first. Pull the power plug!
- If the sawing gap is worn, replace the table insert. Pull the power plug!
- Carry out retooling work, adjustments,

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measurements and cleaning jobs only when the motor is switched off. Pull the power plug!

- Before switching on, make sure that all keys and wrenches have been removed from the tool.
- Switch off the motor and pull the power plug before you leave the workplace.
- Refit all guards and safety devices immediately after you have completed any repairs or maintenance work.
- Be sure to observe the safety information and operating and maintenance instructions issued by the manufacturer, as well as the dimensions listed in the Technical Data.
- It is imperative to observe the accident prevention regulations in force in your area as well as all other generally recognized rules of safety.
- Do not use the cable for purposes for which it is not designed.
- Make sure you stand squarely and keep your balance at all times.
- Check the tool for damage.
- Each time before re-using the tool, carefully check that the guards or any slightly damaged parts are working as intended.
- Check that the moving parts are in good working order, that they do not jam, and that no parts are damaged. Make sure that all parts are fitted correctly and that all other operating conditions are properly fulfilled.
- Unless otherwise stated in the operating instructions, damaged safety devices and parts must be repaired or replaced by an authorized service center.
- Have damaged switches replaced by a customer service workshop.
- This electric tool complies with the pertinent safety regulations. Repairs are to be carried out only by a qualified electrician using original replacement parts or the user may suffer an accident.
- If necessary, wear suitable personal protection equipment. This could consist of:
 - Ear plugs to prevent the risk of damaging your hearing;
 - A breathing mask to avoid the risk of inhaling hazardous dust.
 - Always wear gloves when handling saw blades and rough materials. Whenever practicable, saw blades must be carried in a container.
- The operator must be informed about the conditions that influence the generation of noise (for example saw blades designed to reduce noise emissions, caring for blades and the machine).
- Faults on the machine or its guards, safety

devices and blade must be reported to the person in charge as soon as they are discovered.

- Use only the transport devices to move the machine. Never use the guards for handling and moving the machine.
- All operators must receive proper training in the use, adjustment and operation of the machine.
- Do not saw any materials that contain foreign bodies such as wires, cables or ties.
- Only use sharp saw blades.
- Only use the machine in well-ventilated areas.
- The exposure to dust depends on what type of material is processed
- If available, switch on an external extractor system prior to starting with the work.
- Make sure that all the spindle rings and saw flanges used are suitable for the intended purpose, as specified by the manufacturer.

5. Technical data

AC motor:	230 V ~ 50 Hz
Power P:	1500 W S1
Power P:	2200 W S6 40%
Protection type:	IP 54
Idle speed n_0 :	2860 rpm
Saw blade:	\varnothing 400 x \varnothing 30 x 3 mm
Number of teeth:	40
Max. cutting capacity:	125 mm
Weight:	37 kg

Operating mode S6 40%: Continuous operation with idling (cycle time 10 minutes). To ensure that the motor does not become excessively hot it may only be operated for 40% of the cycle at the specified rating and must then be allowed to idle for 60% of the cycle.

Sound and vibration

Sound and vibration values were measured in accordance with EN 1870-6.

	mode
L_{pA} sound pressure level	86.5 dB(A)
K_{pA} uncertainty	4 dB
L_{WA} sound power level	97.5 dB(A)
K_{WA} uncertainty	4 dB

Wear ear-muffs.

The impact of noise can cause damage to hearing.

Vibration emission value $a_h \leq 2.5 \text{ m/s}^2$

K uncertainty = 1.5 m/s^2

Warning!

The specified vibration value was established in accordance with a standardized testing method. It may change according to how the electric equipment is used and may exceed the specified value in exceptional circumstances.

The specified vibration value can be used to compare the equipment with other electric power tools.

The specified vibration value can be used for initial assessment of a harmful effect.

Keep the noise emissions and vibrations to a minimum.

- Only use appliances which are in perfect working order.
- Service and clean the appliance regularly.
- Adapt your working style to suit the appliance.
- Do not overload the appliance.
- Have the appliance serviced whenever necessary.
- Switch the appliance off when it is not in use.

Residual risks

Even if you use this electric power tool in accordance with instructions, certain residual risks cannot be ruled out. The following hazards may arise in connection with the equipment's construction and layout:

1. Lung damage if no suitable protective dust mask is used.
2. Damage to hearing if no suitable ear protection is used.
3. Health damage caused by hand-arm vibrations if the equipment is used over a prolonged period or is not properly guided and maintained.

6. Assembling the drag saw (Fig. 1-8)**6.1 Assembling the cross struts (Fig. 1-3)**

Fasten the two cross-struts (23) to the two inside feet as shown in Figure 3. To do this, use the screws (a), the washers (b), as well as the nuts (c) and the spring washers (f).

6.2 Assembling the longitudinal stop (Fig. 1/5/6)

Slide the longitudinal stop (9) into the opening provided on the feed cradle (6) (Figure 5) and fasten the longitudinal stop (9) with the screw (e) as shown in Figure 6.

6.3 Assembling the cradle extension (Fig. 1/7/8)

Slide the cradle extension (10) into the opening provided on the feed cradle (6) (Figure 7) and fasten the cradle extension (10) with the screw (d) as shown in Figure 8.

6.4 Fitting the spring mechanism (Figure 4a – 4f)

- Open the self-locking nuts (A) and remove the screws (B) from the guide tube (C) of the spring mechanism.
- Remove the guide tube (C) and the spring (D) from the lug (E).
- Slide the guide tube together with the spring through the lug (F) on the base frame.
- Screw the guide tube (C) to the lug (E) and the lug (F) using the self-locking nuts (A) and the screws (B).
- Always check the spring mechanism for good working order before using the equipment: the spring must reliably push the feed carriage away from the saw blade so that the saw blade is covered by the moving saw blade cover.
- If the spring mechanism does not function properly, contact our Customer Service Center or a specialist workshop.

7. Before starting up (Fig. 1/9)

- **Do not start the machine until you have made yourself familiar with these operating instructions and all the safety instructions. If you have no experience in handling these machines, you should obtain assistance from an experienced person.**
- Unpack the saw and check it for damage which may have occurred in transit.
- The machine may only be used outdoors. The machine must be placed firmly on a horizontal, even base. The ground around the machine must be clear of waste, slippery areas and stumbling

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blocks.

- All covers and safety equipment must be properly installed and the saw blade must run freely.
- Check the entire machine and all cables for any signs of transport damage.
- Check that the saw blade is secured, not dirty, undamaged and sharp. Sharpen or replace blunt saw blades.
- Check that all the screw connections are tight.
- Check the splitter inserts (11) for signs of wear and replace them if necessary.
- The feed cradle (6) must be returned to its original position automatically.
- Check the machine for any foreign bodies that may be catapulted out of it.
- The power source must be protected by an RCCB with a fault current of 30 mA.
- Check that the voltage on the rating plate is the same as your supply voltage before you connect the machine to the power supply.
- **Please note:** It is essential that other persons remain a safe distance from the saw whilst it is operating.
- Do not attempt to saw more than one piece of wood or bundles of wood at the same time – this poses a serious risk of injury. Place bent pieces of wood in the feed cradle (6) carried so that the side that is bent outwards faces the saw blade.
- The feed cradle (6) for the wood is fitted with hooks (12) that prevent the wood from turning.
- Before you press the ON/OFF switch (7), make sure that the saw blade (4) is fitted correctly and that the machine's moving parts run smoothly.

8. Operating

8.1 Sawing (Fig. 10,14)

- Place the wood in the feed cradle (6).
- Press the green button (13) to switch on the saw.
- Wait until it reaches full speed.
- Take hold of the feed cradle (6) with both hands on the handle (8) and move it towards the saw blade (4).
- Pressing the feed cradle (6) releases the saw blade from the saw blade cover (3).
- Do not apply so much pressure to the feed cradle (6) that the motor speed falls.
- After the cut has been completed return the feed cradle (6) completely to its initial position.
- Remove the saw wood from the feed cradle (6).
- To turn the saw off again, press the red button "0" (14).

8.2. Changing the saw blade (Figs. 11-13)

Please note: Remove the power plug!

Allow the saw blade to cool before you change it. Do not use inflammable liquids to clean the saw blade.

Always wear gloves when handling saw blades. Risk of injury!

- Remove the screws (15) from the cover plate (16) with the wrench (17) and take off the cover plate.
- Place the face spanner (18) on the outer flange (19) and hold securely while you undo the nut (20) in anticlockwise direction with the spanner (17).
- Take the nut (20) and outer flange (19) off the saw shaft (21).
- The saw blade (4) can now be taken off the saw shaft (21).
- Carefully clean the inner flange (22), outer flange (19) and nut (20).
- Fit the new saw blade following the above instructions in reverse and tighten the nut (20).
Important: Do not tighten the nut by tapping on the tool or tool extensions! Check that the blade (4) rotates in the correct direction!
- Use the screws (15) to reinstall the cover plate.
- **Important! Do not forget to remove your tools!**

9. Maintenance, cleaning, repair

Important! Pull out the power plug first.

Remove dirt regularly from the machine. Use a hand brush or cloths for this purpose. Check the saw blade for signs of wear at regular intervals.

Blunt saw blades must be sharpened. Clean resinified saw blades.

Check that all screw connections are secure at regular intervals.

Keep the handles dry and free of resin, oil and grease at all times. Never use caustic cleaning products for cleaning purposes.

The saw must be covered with a tarpaulin if it is left in unprotected areas or in outdoors. It is particularly important to protect the motor and switch from water contact.

Important: Repairs to electric tools may only be carried out by a trained electrician.

10. Ordering replacement parts

Please quote the following data when ordering replacement parts:

- Type of machine: BT-LC 400/2-UK
- Article number of the machine: 4307165
- Identification number of the machine: 11010
- Replacement part number of the part required

For our latest prices and information please go to www.einhell.co.uk

11. Storage

Store the equipment and accessories out of children's reach in a dark and dry place at above freezing temperature. The ideal storage temperature is between 5 and 30 °C. Store the electric tool in its original packaging.

12. Disposal and recycling

The unit is supplied in packaging to prevent its being damaged in transit. This packaging is raw material and can therefore be reused or can be returned to the raw material system.

The unit and its accessories are made of various types of material, such as metal and plastic.

Defective components must be disposed of as special waste. Ask your dealer or your local council.

ISC GmbH · Eschenstraße 6 · D-94405 Landau/Isar



Konformitätserklärung

- erklart folgende Konformitat gema EU-Richtlinie und Normen fur Artikel
 explains the following conformity according to EU directives and norms for the following product
 dclare la conformit suivante selon la directive CE et les normes concernant l'article
 dichiara la seguente conformit secondo la direttiva UE e le norme per l'articolo
 verklaart de volgende overeenstemming conform EU richtlijn en normen voor het product
 declara la siguiente conformidad a tenor de la directiva y normas de la UE para el artculo
 declara a seguinte conformidade, de acordo com a directiva CE e normas para o artigo
 attesterer flgende overensstemmelse i medfr af EU-direktiv samt standarder for artikel
 frklarar fljande verensstammelse enl. EU-direktiv och standarder fr artikeln
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Firewood drag saw BT-LC 400/2-UK (Einhell)

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| <input type="checkbox"/> 2005/32/EC_2009/125/EC | <input checked="" type="checkbox"/> Annex IV
Notified Body: TUV Product Service GmbH
Notified Body No.: 0123
Reg. No.: M6A 11 04 24192 808 |
| <input type="checkbox"/> 2006/95/EC | |
| <input type="checkbox"/> 2006/28/EC | |
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| <input type="checkbox"/> 1999/5/EC | <input type="checkbox"/> Annex VI
Noise: measured $L_{WA} = \text{dB (A)}$; guaranteed $L_{WA} = \text{dB (A)}$
P = KW; L/Ø = cm
Notified Body: |
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| <input type="checkbox"/> 89/686/EC_96/58/EC | |

Standard references: EN 1870-6; EN 60204-1;
EN 55014-1; EN 55014-2; EN 61000-3-2; EN 61000-3-11

Landau/Isar, den 09.03.2011

Weichselgartner/General Manager

Wentao/Product-Management

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Ⓔ For EU countries only

Never place any electric tools in your household refuse.

To comply with European Directive 2002/96/EC concerning old electric and electronic equipment and its implementation in national laws, old electric tools have to be separated from other waste and disposed of in an environment-friendly fashion, e.g. by taking to a recycling depot.

Recycling alternative to the demand to return electrical devices:

As an alternative to returning the electrical device, the owner is obliged to cooperate in ensuring that the device is properly recycled if ownership is relinquished. This can also be done by handing over the used device to a returns center, which will dispose of it in accordance with national commercial and industrial waste management legislation. This does not apply to the accessories and auxiliary equipment without any electrical components which are included with the used device.

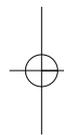
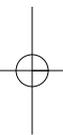
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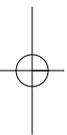
- The product meets the requirements of EN 61000-3-11 and is subject to special connection conditions. This means that use of the product at any freely selectable connection point is not allowed.
- Given unfavorable conditions in the power supply the product can cause the voltage to fluctuate temporarily.
- The product is intended solely for use at connection points that
 - a) do not exceed a maximum permitted supply impedance "Z", or
 - b) have a continuous current-carrying capacity of the mains of at least 100 A per phase.
- As the user, you are required to ensure, in consultation with your electric power company if necessary, that the connection point at which you wish to operate the product meets one of the two requirements, a) or b), named above.



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GUARANTEE CERTIFICATE

Dear Customer,

All of our products undergo strict quality checks to ensure that they reach you in perfect condition. In the unlikely event that your device develops a fault, please contact our service department at the address shown on this guarantee card. Of course, if you would prefer to call us then we are also happy to offer our assistance under the service number printed below. Please note the following terms under which guarantee claims can be made:

1. These guarantee terms cover additional guarantee rights and do not affect your statutory warranty rights. We do not charge you for this guarantee.
2. Our guarantee only covers problems caused by material or manufacturing defects, and it is restricted to the rectification of these defects or replacement of the device. Please note that our devices have not been designed for use in commercial, trade or industrial applications. Consequently, the guarantee is invalidated if the equipment is used in commercial, trade or industrial applications or for other equivalent activities. The following are also excluded from our guarantee: compensation for transport damage, damage caused by failure to comply with the installation/assembly instructions or damage caused by unprofessional installation, failure to comply with the operating instructions (e.g. connection to the wrong mains voltage or current type), misuse or inappropriate use (such as overloading of the device or use of non-approved tools or accessories), failure to comply with the maintenance and safety regulations, ingress of foreign bodies into the device (e.g. sand, stones or dust), effects of force or external influences (e.g. damage caused by the device being dropped) and normal wear resulting from proper operation of the device. This applies in particular to rechargeable batteries for which we nevertheless issue a guarantee period of 12 months.

The guarantee is rendered null and void if any attempt is made to tamper with the device.

3. The guarantee is valid for a period of 2 years starting from the purchase date of the device. Guarantee claims should be submitted before the end of the guarantee period within two weeks of the defect being noticed. No guarantee claims will be accepted after the end of the guarantee period. The original guarantee period remains applicable to the device even if repairs are carried out or parts are replaced. In such cases, the work performed or parts fitted will not result in an extension of the guarantee period, and no new guarantee will become active for the work performed or parts fitted. This also applies when an on-site service is used.
4. In order to assert your guarantee claim, please send your defective device postage-free to the address shown below. Please enclose either the original or a copy of your sales receipt or another dated proof of purchase. Please keep your sales receipt in a safe place, as it is your proof of purchase. It would help us if you could describe the nature of the problem in as much detail as possible. If the defect is covered by our guarantee then your device will either be repaired immediately and returned to you, or we will send you a new device.

Of course, we are also happy offer a chargeable repair service for any defects which are not covered by the scope of this guarantee or for units which are no longer covered. To take advantage of this service, please send the device to our service address.

Einhell UK Ltd
Morpeth Wharf
Twelve Quays
Birkenhead, Wirral
CH41 1LF

Tel. 0151 6491500, Fax 0151 6491501

1 Service Hotline: 01 805 120 509 · www.isc-gmbh.info · Mo-Fr. 8:00-20:00 Uhr
(Festnetzpreis: 14 ct/min, Mobilfunkpreise maximal: 42 ct/min; Außerhalb Deutschlands fallen stattdessen Gebühren für ein reguläres Gespräch ins dt. Festnetz an.)

2 Name: **Retouren-Nr. iSC:**

2 Straße / Nr.: **Telefon:**

PLZ **Ort** **Mobil:**

3 Welcher Fehler ist aufgetreten (genaue Angabe): **Art.-Nr.:** **I.-Nr.:**

Sehr geehrte Kundin, sehr geehrter Kunde,
 bitte beschreiben Sie uns die von Ihnen festgestellte Fehlfunktion Ihres Gerätes als Grund Ihrer Beanstandung möglichst genau. Dadurch können wir für Sie Ihre Reklamation schneller bearbeiten und Ihnen schneller helfen. Eine zu ungenaue Beschreibung mit Begriffen wie „Gerät funktioniert nicht“ oder „Gerät defekt“ verzögert hingegen die Bearbeitung erheblich.

4 Garantie: JA NEIN **Kaufbeleg-Nr. / Datum:**

1 Service Hotline kontaktieren oder bei iSC-Webadresse anmelden - es wird Ihnen eine Retourennummer zugeteilt | **2** Ihre Anschrift eintragen | **3** Fehlerbeschreibung und Art.-Nr. und I.-Nr. angeben | **4** Garantiefall JA/NEIN ankreuzen sowie Kaufbeleg-Nr. und Datum angeben und eine Kopie des Kaufbeleges belegen