

MAINTENANCE OF YOUR HANDHELD EQUIPMENT



DAILY MAINTENANCE

ATTENTION! This is the key and most important aspect of keeping your business running smoothly: proper gun cleaning and maintenance.

At the end of the day after all sprays are done you must always clean your gun. With any of the Norvell HVLP guns, you must first unscrew the cup and drain out the solution by holding down the trigger (this applies to all guns).

Any solution left over can be stored in a storage cup with a tight fitting lid up to 24 hours but should never be poured back into the main solution container, as air will mix into your bulk solution and diminish its effectiveness over time.

TO CLEAN YOUR GUN

- 1** First turn the warm water on, and while holding the gun upside down, hold the trigger back and let the water run through the plastic feed tube until it fills up.
- 2** Keep your gun upside down and the trigger held back until all the water drains through the gun and the water runs clear.
- 3** Turn the gun right side up and as you pull the trigger back give it a firm vertical shake 3 times. Then repeat 1-3 (2) more times or until water is clear.
- 4** Thoroughly rinse out the inside of the cap and the black plastic valve that is poking through the cap lid.
- 5** Make sure the white washer in the cap lid is in good condition.
- 6** New washers can be order from Norvell or from your distributor.
- 7** Next, fill your solution cup with approximately 1-1.5 oz. of HVLP Gun/Airbrush Cleaner and turn the machine back on.
- 8** Spray the cleaner for about 15-30 seconds. This will clean, disinfect and lubricate the internal parts and dry up all the water in your gun.
- 9** Remove the cup and pour any unsprayed airbrush cleaner back into the original bottle. HVLP Gun/Airbrush cleaner is a disinfecting agent, returning this back to its original container will not contaminate the original product.
- 10** Return the cup back to the gun, turn the machine on and spray until no moisture is emitted from the gun.
- 11** Turn the machine off, remove the cup and lay the gun out to air dry.
- 12** To keep the gun in a hygienic state, place the gun on a clean towel and cover with a paper towel for overnight storage.
- 13** Turn any drying solution cups with the open end down as not to collect dust or other airborne particles.
- 14** Once your gun is clean, wipe your hose down with a warm wet towel. Do not use an abrasive cleaner. The filters need to be rinsed, dried and reinserted.

Remember, do not be misled believing that by using airbrush cleaner your gun is clean and that's it. Your gun is a piece of precise engineering. Proper air flow and solution flow are critical. DHA can attach itself and reduce or stop the performance of your equipment. A gun that does not work is a gun that will not make you money. **Most, if not all problems with guns are due to improper cleaning of your gun.**

WEEKLY MAINTENANCE

To keep your gun operating as a well oiled machine you must apply Gun Lubricant weekly. Norvell offers an industrial gun lubricant that is included in your equipment purchase package, and is also available for reorder. You may also substitute Norvell gun lubricant with Vaseline® or vegetable oil.

One of the main problems that will occur when your gun is not lubricated properly is a leaking condition around the needle and trigger area. To access the needle, locate the solution knob found towards the back of the gun.

Unscrew the back knob counter clockwise until it comes off the gun and then take the needle spring out as well. **(Caution: these parts are small, do NOT disassemble over an open sink)**

Next you will need to grab a firm grip and pull the needle all the way out of the actual gun. If it is tight and hard to pull out, loosen the bolt in front of the trigger that the needle goes through.

Once the needle is out you should now lube the front section of the needle where it goes through the bolt and slides in and out.

When lubricating the needle it is important to make sure you have nice even coverage. The needle must slide smoothly back and forth within the gun to allow proper flow of solution. All excess lubrication must be wiped off prior to inserting it back into the unit.

Next, place the lubricated needle back into the gun. Once you have pushed the needle through the gun, put the spring back on the end of needle and screw the solution control knob back onto the gun. You will want to tighten the nut to make a snug fit around the needle so no leaking will occur. Tighten the nut with a clockwise turn and then test the trigger to see if it pulls back and releases. If the trigger is too tight, very slightly loosen the nut with a counter clockwise turn; this should be the proper setting for the needle nut.

MONTHLY MAINTENANCE

First unscrew the solution control knob on the back of the gun and remove the spring and pull out the needle slowly. Be sure not to drop any of the parts into the sink or they may be lost.

Next unscrew the nozzle ring and remove the air-cap and any of the other loose parts in the nozzle.

Using the wrench that comes with the gun, unscrew the nozzle cone and then clean out with a wooden toothpick by pushing it into the nozzle hole and rotating it with your thumb and index finger. This should clear out any hardened bronzers that have collected in the nozzle cone.

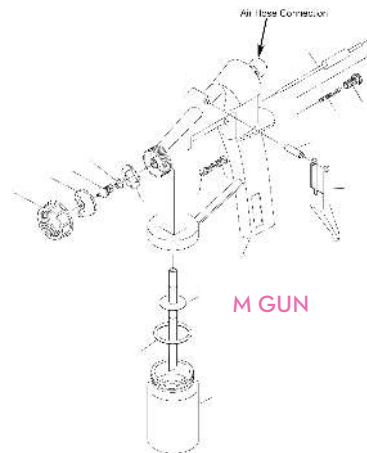
Once you clean it, hold it up to the light and look through the pin hole to see if you can see a clear light coming through the clear tiny hole.

Rinse off any of the internal parts that have bronzer buildup on them and make sure each part is clean. Once it is cleaned, reassemble the gun as it was before.

Place the air cap on in a straight up and down or vertical position and screw the outer ring over top until secure. Be careful to screw the ring on straight and don't force or screw the ring on unevenly.

Slowly place the clean needle through the backside of the gun and push through straight and carefully until the point is slightly out of the nozzle cone. Place the spring on the back of the needle and screw on the control knob until tight.

Keep in mind that you will need to reset your gun controls for the next spray session now that it is all back together.



IMPORTANT

Norvell EQUIPMENT WARRANTY DOES NOT COVER REPAIRS CAUSED BY LACK OF MAINTENANCE, IMPROPER USE OR DAMAGE CAUSED BY DROPPING.

For further information, carefully read, and follow the manufactures maintenance and cleaning procedure as instructed in the user's manual included with your equipment.

OVERSPRAY EQUIPMENT MAINTENANCE



OVERSPRAY BOOTH & BOOTH FAN MAINTENANCE

Cleaning and maintenance of your overspray booth should be a part of your regular salon maintenance schedule.

Cleaning equipment regularly is a must since it can prevent future problems!

Failure to clean your booth's filters regularly can cause a buildup inside of your fans. Dirty and sticky fans will not operate as smoothly.

The fans will begin to slow down, and reduce the booth's overall effectiveness of removing sunless solution overspray.

DAILY MAINTENANCE

Fig. 1



- At the end of everyday when your booth has been in use, remove and clean fan filters.
- Rinse all four filters (shown in Fig. 1) under a full running stream of warm water until water runs clear.
- Shake out excess water and use towel or paper towel to blot completely dry.
- Allow filters to completely air dry before reinstalling into the booth.
- DO NOT WASH FILTERS IN WASHING MACHINE! This wears filters out prematurely.
- For best results you should keep a second set of filters on hand to place into the booth while the others are drying out. A second set can be purchased from Norvell or your sunless distributor.
- Wipe down the booth wall panels, vent fan covers and all surrounding areas daily, to remove any overspray.
- A damp cloth and warm water can be used to remove the overspray residue.
- Gently rinse vent fan exhaust covers (white fan socks) in warm water whenever there is noticeable solution build-up.

DAILY MAINTENANCE cont.

- **NOTE:** If your Overspray Reduction Booth features Mirrored Panels, they require special care. Please adhere to the following guidelines when cleaning your mirrored panels.
- **PANEL BACK**—When wiping down the back of the panels use extreme care. As with all mirrored panels, the backing will scratch. Any scratches will be visible through the panel on the front side of the booth. When moving your overspray booth make sure the area is clear from boxes or hanging wall items that might damage the back panel coating.
- **MIRRORED PANEL CLEANING**—DO NOT USE ANY AMMONIA BASED PRODUCTS (such as Windex®) on your panels. These products will cause clouding, drying and damage to your panels. We recommend you use the same cleaner you would to maintain any acrylic tanning beds within your salon. If Acrylic Safe cleaner is not available, please use a blend of mild soap and warm water.

OVERSPRAY FLOOR FAN MAINTENANCE

For best results, purchase several replacement filters and have them readily available.

16" x 16" x 1" filter (non-pleated) replacement filters are available in bulk from NorvellProStore.com or your Norvell Distributor.

The Overspray Floor Fan can be cleaned easily:

- First, UNPLUG the fan!
- Wipe both filter grates down with a damp cloth.
- Remove the front grates using a Phillips head screwdriver and wipe the fan blades with a damp cloth. DO NOT SPRAY THE FAN with water or use a soaked rag because you could burn out the electric motor. Simply use a DAMP cloth.



OVERSPRAY REDUCING FLOOR FAN

Replacement Filters 16"x16"x1"