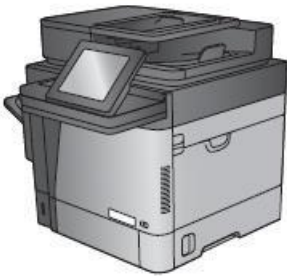


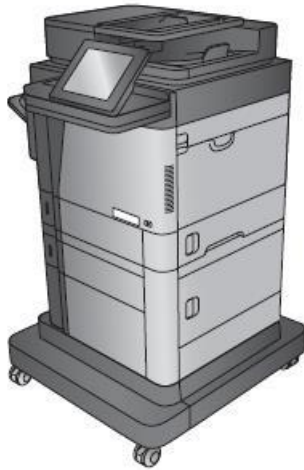


LASERJET ENTERPRISE MFP M630

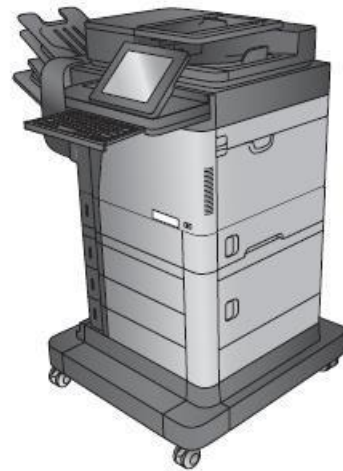
Maintenance kit replacement manual



M630dn
M630h



M630f



M630z

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Edition 1, 9/2014

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Conventions used in this guide







-  **TIP:** Helpful hints or shortcuts.
-  **Reinstallation tip:** Reinstallation helpful hints, shortcuts, or considerations.
-  **NOTE:** Information that explains a concept or how to complete a task.
-  **IMPORTANT:** Information that help the user to avoid potential printer error conditions.
-  **CAUTION:** Procedures that the user must follow to avoid losing data or damaging the product.
-  **WARNING!** Procedures that the user must follow to avoid personal injury, catastrophic loss of data, or extensive damage to the printer.
-

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1. Removal and replacement

- [For additional service and support information](#)
- [Removal and replacement strategy](#)
- [Customer self-repair \(CSR\) assemblies](#)

For additional service and support information

HP service personnel, go to the Link Service Access Work Bench (SAW) at <http://h41302.www4.hp.com/km/saw/home.do>.

Channel partners, go to Link HP Channel Services Network (CNS) at <https://h30125.www3.hp.com/hpcsn>.

- Install and configure
- Product specifications
- Up to date control-panel message (CPMD) troubleshooting
- Solutions for product issues and emerging issues
- Remove and replace part instructions and videos
- Service advisories
- Warranty & regulatory information


Removal and replacement strategy

Considerations during removal and replacement

This chapter describes the removal and replacement of field-replaceable units (FRUs) only.

Replacing FRUs is generally the reverse of removal. Notes are included to provide directions for difficult or critical replacement procedures.



HP does not support repairing individual subassemblies or troubleshooting to the printed-circuit assembly (PCA) component level.

 **WARNING!** Never operate or service the product with the protective cover removed from the laser scanner assembly. The reflected beam, although invisible, can cause damage the eyes.

The sheet-metal parts can have sharp edges. Be careful when handling sheet-metal parts.

Turn the product off, wait 5 seconds, and then remove the power cord before attempting to service the product. If this warning is not followed, severe injury and damage to the product can result. The power must be on for certain functional checks during troubleshooting.

However, the power cord must be disconnected during parts removal. AC voltage is still present inside the product when the power switch is in the off position. The power cord must be disconnected before servicing the product.


 **CAUTION:**  Some parts are sensitive to electrostatic discharge (ESD). Look for the ESD reminder when removing product parts. Always perform service work at an ESD-protected workstation or mat. If an ESD workstation or mat is not available, touch the sheet-metal chassis to provide a static ground before touching an ESD-sensitive assembly.


Protect the ESD-sensitive assemblies by placing them in ESD pouches when they are out of the product.

Do not bend or fold the flat flexible cables (FFCs) during removal or installation.

Incorrectly routed or loose wire harnesses might interfere with other internal components or assemblies and be damaged, pinched, or frayed. Make sure that wire harnesses are correctly routed and retained when installing assemblies.

Do not expose the toner cartridge (or toner cartridges), to strong light even for a short time.

 **IMPORTANT:** When an assembly is removed that includes a rating plate or tag (or a product code label), make sure to transfer the plate or tag (or code label) to the replacement assembly.


 **NOTE:** To install a self-tapping screw, first turn it counterclockwise to align it with the existing thread pattern, and then carefully turn it clockwise to tighten. Do not overtighten. If a selftapping screw-hole becomes stripped, repair the screw-hole or replace the affected assembly.

Always take note of the length, diameter, color, type, and location of each removed screw. Make sure that screws are installed in the original location they were removed from during reinstallation.

During assembly removal and replacement, or if the product is moved, remove the toner cartridge or cartridges.

Toner is a non-poisonous substance composed of plastic and a small number of colored components. If toner gets on the skin or clothing, wipe it off with dry tissue paper and wash in cold water. Hot water sets toner and it might be difficult, or impossible, to remove. Toner easily breaks down vinyl materials—avoid letting toner contact with vinyl.

During assembly removal and replacement, or if the product is moved, remove the tray cassette or cassettes.

 **TIP:** For clarity, some figures in this chapter show assemblies removed that are not required to be removed to service the product (for example, the scanner and document feeder assemblies). The procedures in this manual are correct for this product

Required tools

- #2 Phillips screwdriver with a magnetic tip and a 152-mm (6-in) shaft length



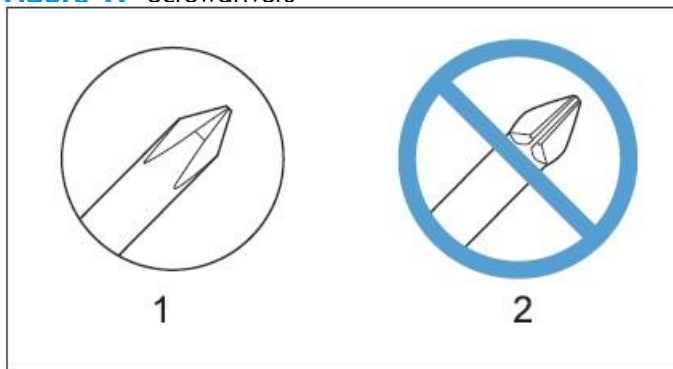
NOTE: For the best fit, use a JIS #2 Phillips screwdriver for the stapler/stacker.

- Small, flat-blade screwdriver
- Needle-nose pliers
- ESD strap (if one is available)
- Penlight



CAUTION: Always use a Phillips screwdriver (callout 1). Do not use a Pozidriv screwdriver (callout 2) or any motorized screwdriver. These can damage screws or screw threads.

Figure 1. Screwdrivers



Types of screws



WARNING! Make sure that assemblies are replaced with the correct screw type. Using the incorrect screw (for example, substituting a long screw for the correct shorter screw) can cause damage to the product or interfere with product operation. Do not intermix screws that are removed from one assembly with the screws that are removed from another assembly.

Service approach

The product uses a field repair strategy. Defective parts are diagnosed and replaced at the Field Replaceable Unit (FRU) assembly level. Repair normally begins by using the product internal diagnostics and the following two-step process:

1. Isolate the problem to the major system (for example, the network or server, or the product).
2. Troubleshoot the problem by using the procedures in the troubleshooting chapter.


After locating a faulty part, the product can usually be repaired at the assembly level by replacing FRUs. Some mechanical assemblies might need to be repaired at the subassembly level. Hewlett-Packard Company does not support replacement of components on the printed circuit assemblies.

The user replaces toner cartridges as they are depleted. Additional instructions about other userreplaceable parts are provided in this section.

The product tracks the amount of use on the customer-replaceable supplies by keeping a page count. The product prompts the user to replace certain items when a supply is depleted or a specific number of pages has been printed.

Swapping toner cartridges between products might cause a misrepresentation of supply life values and is not recommended.

Before performing service

 **WARNING!** Turn the product off, wait 30 seconds, and then remove the power cord before attempting to service the product. If this warning is not followed, severe injury and damage to the product can result. The power must be on for certain functional checks during troubleshooting. However, the power supply should be disconnected during parts removal.

1. Remove all paper.
2. Place the product on an ESD mat (if available). If an ESD workstation or mat is not available, touching the sheet-metal chassis to provide a static ground before touching an ESD-sensitive assembly.
3. Remove the toner cartridge or toner cartridges.
4. Remove the trays.

After performing service

1. Reinstall the toner cartridge or toner cartridges.
2. Reinstall the trays.
3. Return all paper to the trays.
4. Plug in the power cable and turn on the product.
5. Perform print-quality tests by printing from a host computer, the scanner glass, and the document feeder.
6. Reset the Maintenance kit counter:

-
- a At the product control panel, press the Home button.
 - b Open the following menus:
 - i Administration
 - ii Manage Supplies
 - iii Reset Supplies
 - iv New Maintenance Kit
 - c 3. Select the Yes option to reset the maintenance-kit counter

Parts removal order

If needed, a list at the beginning of a removal procedure lists all of the assemblies that must be removed to reach the target assembly. Use these lists to determine which parts must be removed before removing other parts.

For procedures and/or steps that require identifying the right, left, or rear side of the product, face the front of the product for correct orientation.

Customer self-repair (CSR) assemblies

- [Fuser-entrance guide](#)
- [Fuser](#)
- [Tray 1 pickup, feed, and separation rollers](#)
- [Tray 2-5 pickup and feed rollers](#)
- [Transfer roller](#)
- [Document-feeder maintenance kit](#)

Fuser-entrance guide

- [Introduction](#)
- [Step 1: Remove the output bin and bin base assembly or stapling mailbox](#)
- [Step 2: Remove the duplex accessory](#)
- [Step 3: Remove the fuser-entrance guide](#)
- [Step 4: Unpack the replacement fuser-entrance guide](#)
- [Step 5: Install the fuser-entrance guide](#)
- [Step 6: Install the duplex accessory](#)
- [Step 7: Install the output bin and bin base assembly or stapling mailbox](#)
- [Step 8: Turn the product power on](#)
- [Parts Return](#)

Introduction

This document provides the procedures to remove and replace the fuser-entrance guide.

Before servicing

Use the table below to identify the correct kit part number for your product, and then go to www.hp.com/buy/parts to order the kit

Fuser-entrance guide kit part numbers

B3G84-67904

Fuser-entrance guide kit with instruction guide

Do the following steps:

- a. Turn off the product.
- b. Disconnect the power cable.

⚠ WARNING! To avoid damage to the product, turn the product off, wait 30 seconds, and then remove the power cord before attempting to service the product.

Required tools

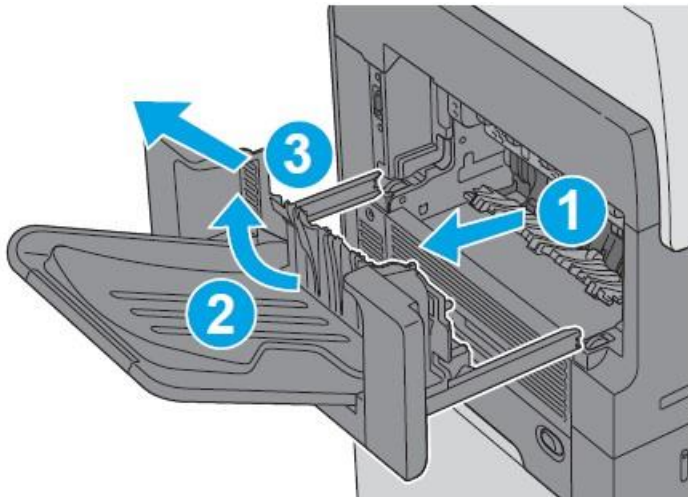
No special tools are required to install this kit.

Step 1: Remove the output bin and bin base assembly or stapling mailbox

Do one of the following steps:

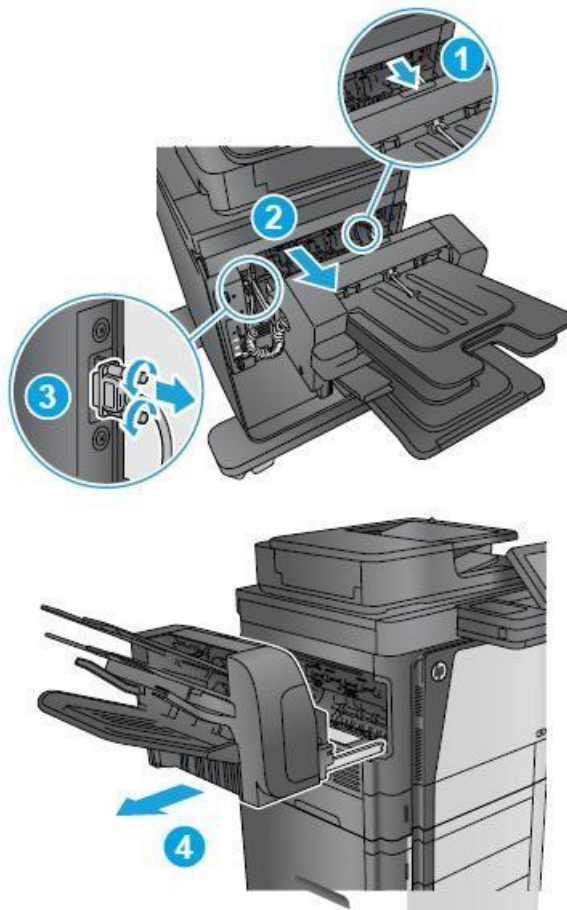
- a. M630dn and M630f:** Slide the bin base away from the product (callout 1) until it stops, slightly lift up on the assembly to disengage the slide rails (callout 2), and then remove the assembly (callout 3).

Figure 2. Remove the output bin



- b. **M630z:** Press the latch (callout 1), pull the stapling mailbox away from the product (callout 2), disconnect the interface cable (callout 3), and then remove the stapling mailbox (callout 4).

Figure 3. Remove the stapling mailbox



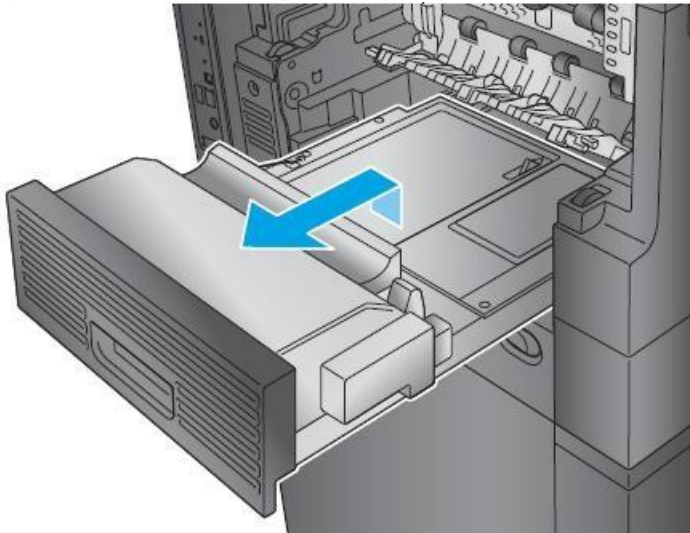
Step 2: Remove the duplex accessory

Slide the duplex assembly away from the product, slightly lift up on the assembly to disengage the slide rails, and then remove it.



NOTE: Locate the duplexer at the left-hand side of the product.

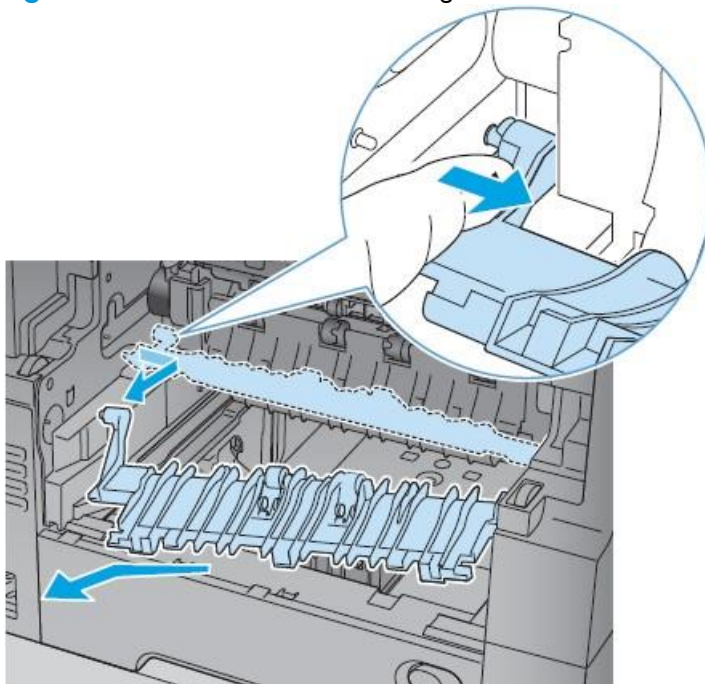
Figure 4. Remove the duplex accessory



Step 3: Remove the fuser-entrance guide

1. Flex the rear hinge-pin of the fuser-entrance guide until it clears the mounting hole in the product chassis.
2. Rotate the rear of the guide away of the product and slide the guide to the left to release the front hinge-pin. Remove the fuser-entrance guide.

Figure 5. Remove the fuser-entrance guide

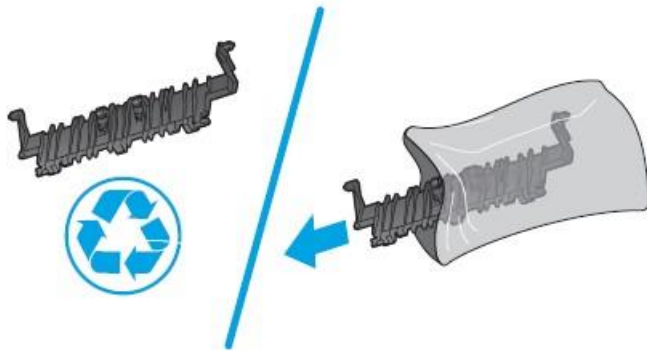


Step 4: Unpack the replacement fuser-entrance guide

Unpack the replacement assembly from the packaging.



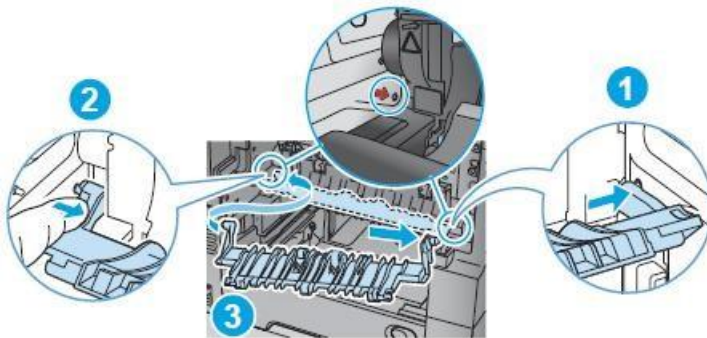
NOTE: HP recommends responsible disposal of the defective assembly.



Step 5: Install the fuser-entrance guide

1. Position the front hinge-pin of the fuser-entrance guide in the mounting hole in the product chassis (callout 1).
2. Slightly flex the rear hinge pin (callout 2), rotate the guide into the product (callout 3) to install it.

Figure 6. Install the fuser-entrance guide



Step 6: Install the duplex accessory

Position the duplex assembly on the product at a slight angle, engage the slide rails, and then slide the duplex assembly all of the way into the product to install it.

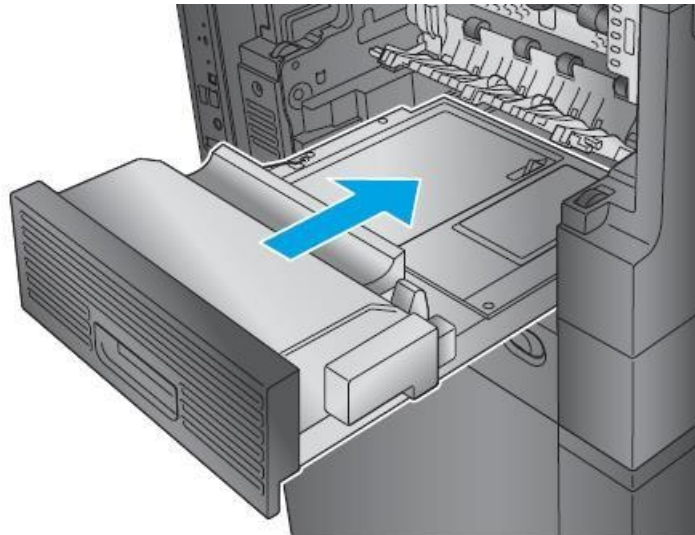


IMPORTANT: Make sure that the duplex accessory is full installed.



NOTE: After servicing, turn the power off, and then on again so that the product detects the installed duplex accessory.

Figure 7. Install the duplex accessory

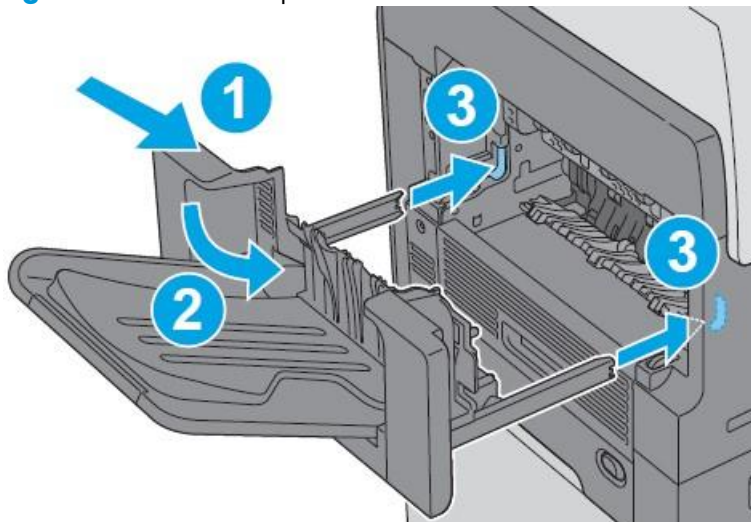


Step 7: Install the output bin and bin base assembly or stapling mailbox

Do one of the following:

- a. **M630dn and M630f:** Position the assembly at an angle to the product (callout 1), lower the assembly into place (callout 2) while engaging the slide rails (callout 3), and then slide the bin base into the product.

Figure 8. Install the output bin



- b. **M630z:** Position the assembly at an angle to the product (callout 1), lower the assembly into place (callout 2) while engaging the slide rails (callout 3), connect the interface cable (callout 4), and then slide the stapling mailbox (callout 5) into the product.


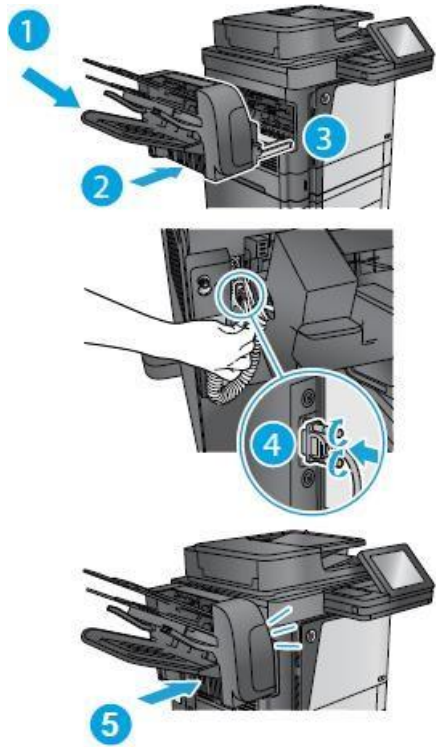
 **TIP:** After servicing, turn the power off, and then on again so that the product detects the installed stapling mailbox.

Figure 9. Install the stapling mailbox



Step 8: Turn the product power on

After servicing

Do the following steps:

- a. Connect the power cable.
- b. Turn on the product.

Parts Return

[Product return and recycling.](#)

Fuser

- [Introduction](#)
- [Step 1: Remove the output bin and bin base assembly or stapling mailbox](#)
- [Step 2: Remove the duplex accessory](#)
- [Step 3: Remove the fuser-entrance guide](#)
- [Step 4: Remove the fuser](#)
- [Step 5: Unpack the replacement fuser](#)
- [Step 6: Install the fuser](#)
- [Step 7: Install the fuser-entrance guide](#)
- [Step 8: Install the duplex accessory](#)

-
- [Step 9: Install the output bin and bin base assembly or stapling mailbox](#)
 - [Step 10: Turn the product power on](#)
 - [Step 11: Reset the supplies counter](#)
 - [Parts Return](#)

Introduction

This document provides the procedures to remove and replace the fuser.

Before servicing

Use the table below to identify the correct kit part number for your product, and then go to www.hp.com/buy/parts to order the kit.


Fuser kit part numbers

B3M77-67903	Fuser (110V) kit with instruction guide
--------------------	---

B3M78-67903	Fuser (220V) kit with instruction guide
--------------------	---

Do the following steps:

- a. Turn off the product.
- b. Disconnect the power cable.

 **WARNING!** To avoid damage to the product, turn the product off, wait 30 seconds, and then remove the power cord before attempting to service the product.

Required tools

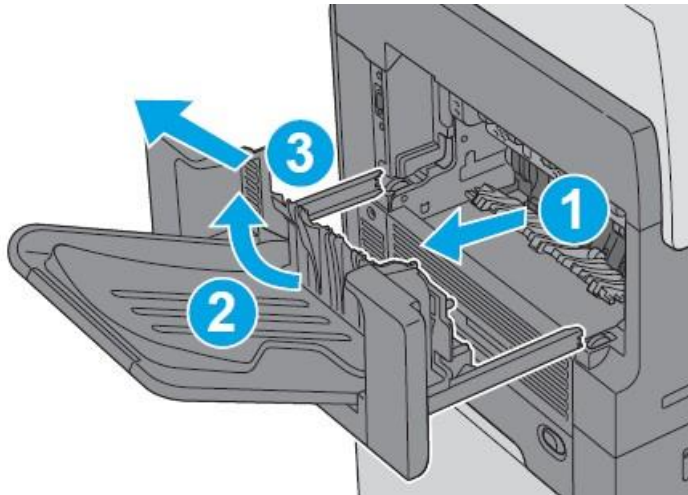
No special tools are required to install this kit.

Step 1: Remove the output bin and bin base assembly or stapling mailbox

Do one of the following steps:

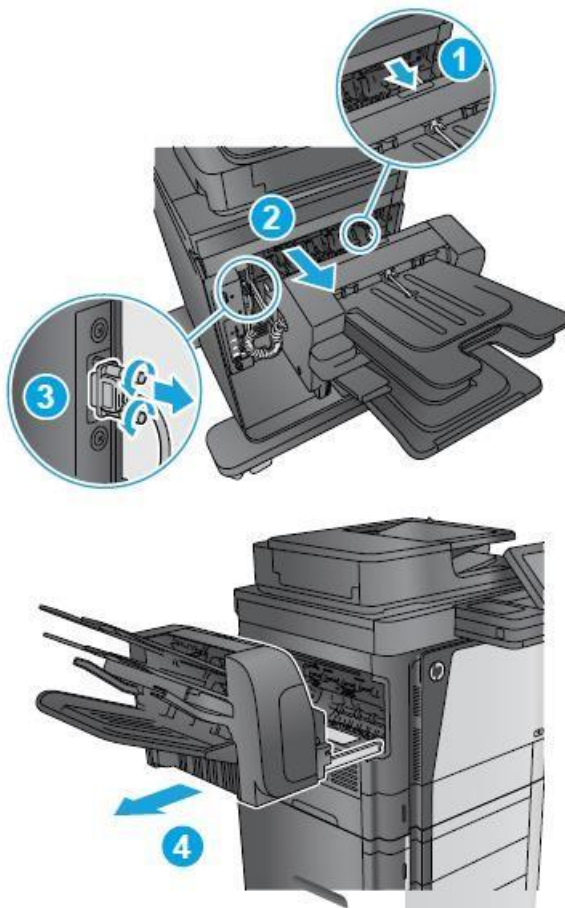
- a. **M630dn and M630f:** Slide the bin base away from the product (callout 1) until it stops, slightly lift up on the assembly to disengage the slide rails (callout 2), and then remove the assembly (callout 3).

Figure 10. Remove the output bin



- b. **M630z:** Press the latch (callout 1), pull the stapling mailbox away from the product (callout 2), disconnect the interface cable (callout 3), and then remove the stapling mailbox (callout 4).

Figure 11. Remove the stapling mailbox



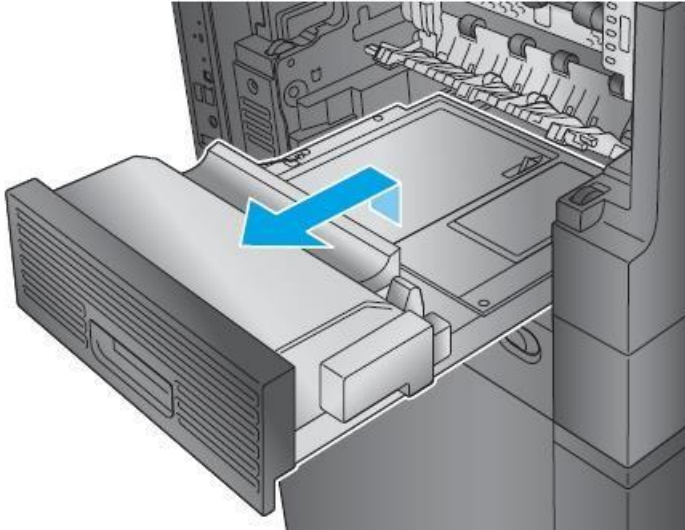
Step 2: Remove the duplex accessory

Slide the duplex assembly away from the product, slightly lift up on the assembly to disengage the slide rails, and then remove it.



NOTE: Locate the duplexer at the left-hand side of the product.

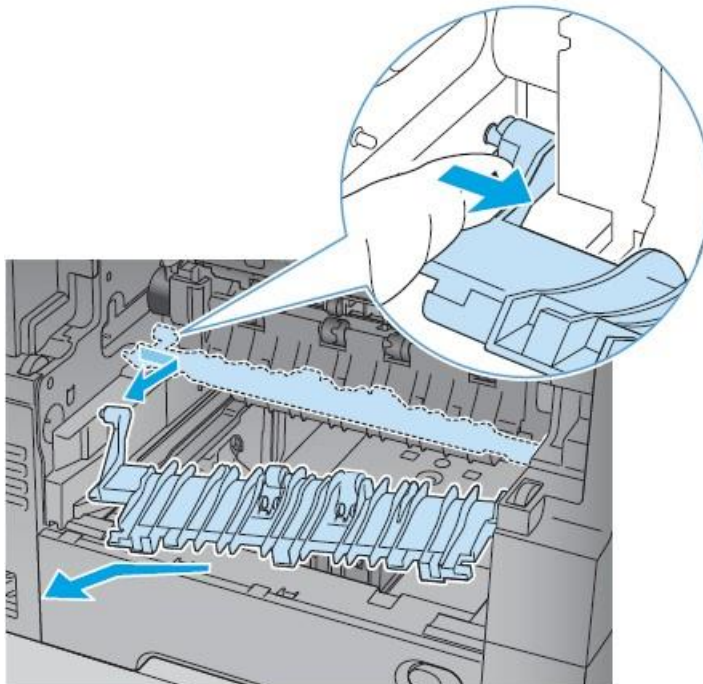
Figure 12. Remove the duplex accessory



Step 3: Remove the fuser-entrance guide

1. Flex the rear hinge-pin of the fuser-entrance guide until it clears the mounting hole in the product chassis.
2. Rotate the rear of the guide away of the product and slide the guide to the left to release the front hinge-pin. Remove the fuser-entrance guide.

Figure 13. Remove the fuser-entrance guide

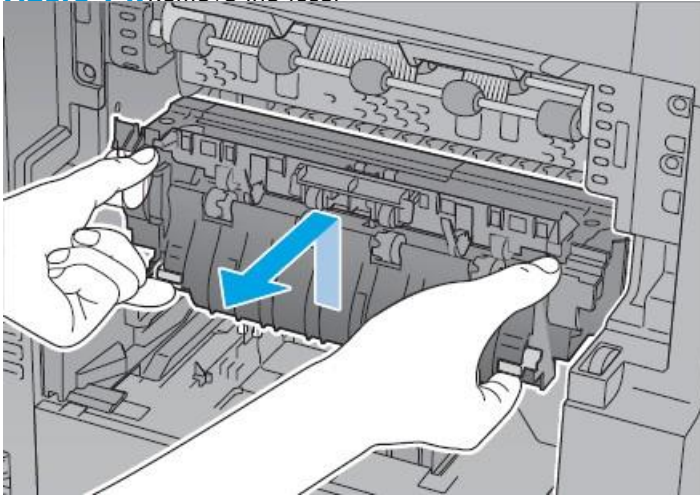


Step 4: Remove the fuser

Squeeze the two blue tabs on the fuser to release it, and then slide it out of the product.

⚠ CAUTION: The fuser is very hot. After turning the product power off, allow the fuser to cool for at least 30 minutes before removing it.

Figure 14. Remove the fuser



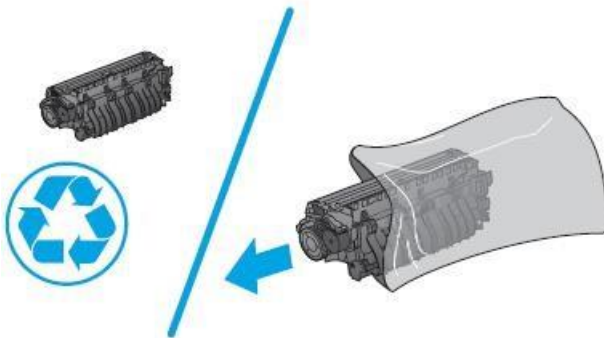
Step 5: Unpack the replacement fuser

Unpack the replacement assembly from the packaging.

[Products return and recycling.](#)



NOTE: HP recommends responsible disposal of the defective assembly.



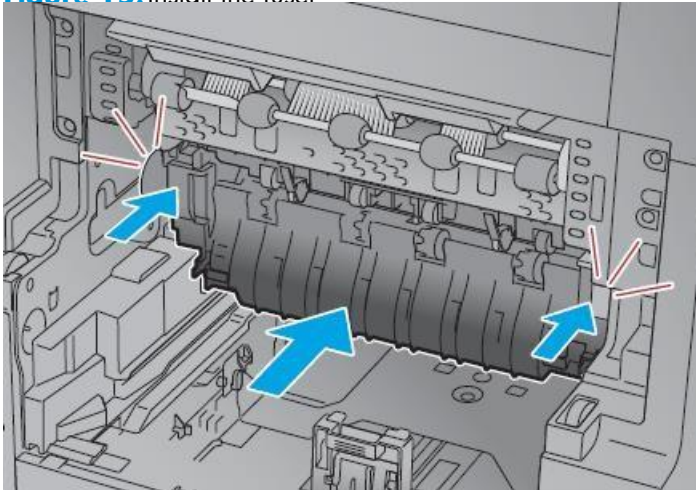
Step 6: Install the fuser

Position the fuser in the product, push in to install it, and then make sure that it is fully seated.



TIP: When the fuser is fully seated, the two blue locking levers make an audible click.

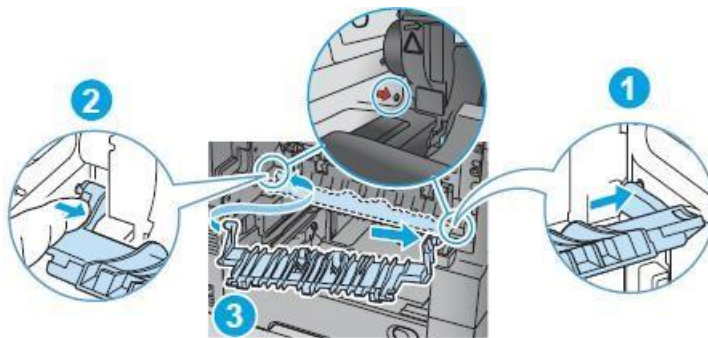
Figure 15. Install the fuser



Step 7: Install the fuser-entrance guide


1. Position the front hinge-pin of the fuser-entrance guide in the mounting hole in the product chassis (callout 1).
2. Slightly flex the rear hinge pin (callout 2), rotate the guide into the product (callout 3) to install it.

Figure 16. Install the fuser-entrance guide



Step 8: Install the duplex accessory

Position the duplex assembly on the product at a slight angle, engage the slide rails, and then slide the duplex assembly all of the way into the product to install it.

 **IMPORTANT:** Make sure that the duplex accessory is full installed.


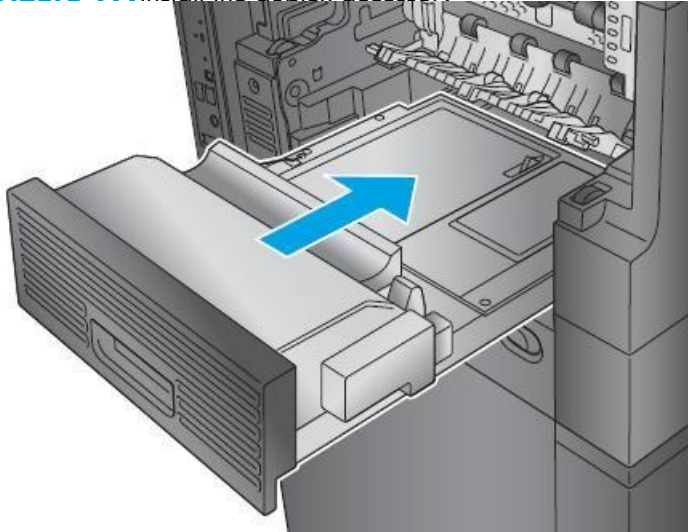
 **NOTE:** After servicing, turn the power off, and then on again so that the product detects the installed duplex accessory.

Figure 17. Install the duplex accessory

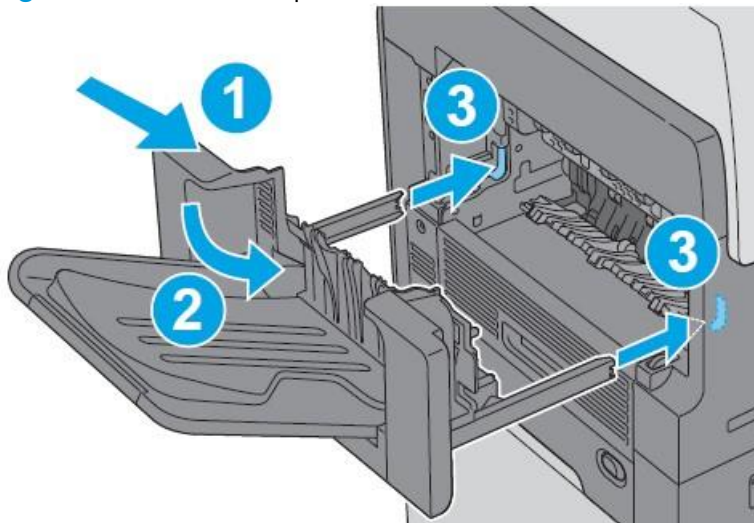


Step 9: Install the output bin and bin base assembly or stapling mailbox

Do one of the following:

- a. **M630dn and M630f:** Position the assembly at an angle to the product (callout 1), lower the assembly into place (callout 2) while engaging the slide rails (callout 3), and then slide the bin base into the product.

Figure 18. Install the output bin



- b. **M630z:** Position the assembly at an angle to the product (callout 1), lower the assembly into place (callout 2) while engaging the slide rails (callout 3), connect the interface cable (callout 4), and then slide the stapling mailbox (callout 5) into the product.


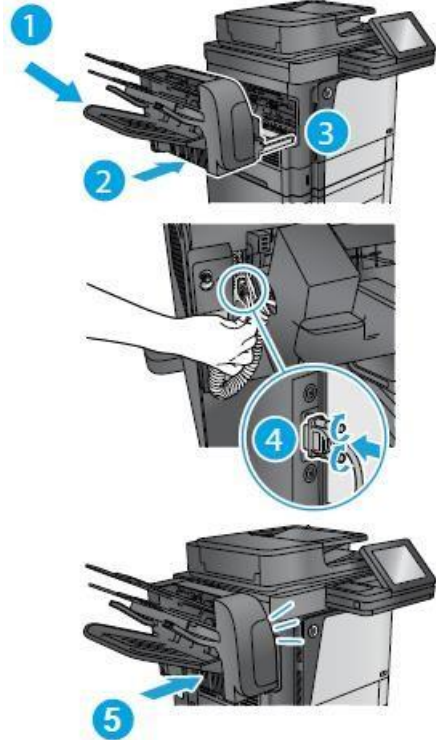
 **TIP:** After servicing, turn the power off, and then on again so that the product detects the installed stapling mailbox.

Figure 19. Install the stapling mailbox



Step 10: Turn the product power on

After servicing

Do the following steps:

- a. Connect the power cable.
- b. Turn on the product.

Step 11: Reset the supplies counter

1. From the Home screen on the control panel, scroll to and touch the [Administration](#) button.
2. Open the following menus:
 - [Manage Supplies](#)
 - [Reset Supplies](#)
 - [New Maintenance Kit](#)
3. Select the [Reset](#) item to reset the supplies counter.

Parts Return

[Products return and recycling.](#)

Tray 1 pickup, feed, and separation rollers

- [Introduction](#)
- [Step 1: Remove the Tray 1 pickup, feed, and separation rollers](#)
- [Step 2: Unpack the replacement rollers](#)
- [Step 3: Install the Tray 1 pickup, feed, and separation rollers](#)
- [Parts Return](#)

Introduction

This document provides the procedures to remove and replace the Tray 1 pickup, feed, and separation rollers.

Before servicing

Use the table below to identify the correct kit part number for your product, and then go to www.hp.com/buy/parts to order the kit.

Tray 1 pickup, feed, and separation rollers kit part number	
B3G84-67906	Tray 1 pickup, feed, and separation rollers with instruction guide

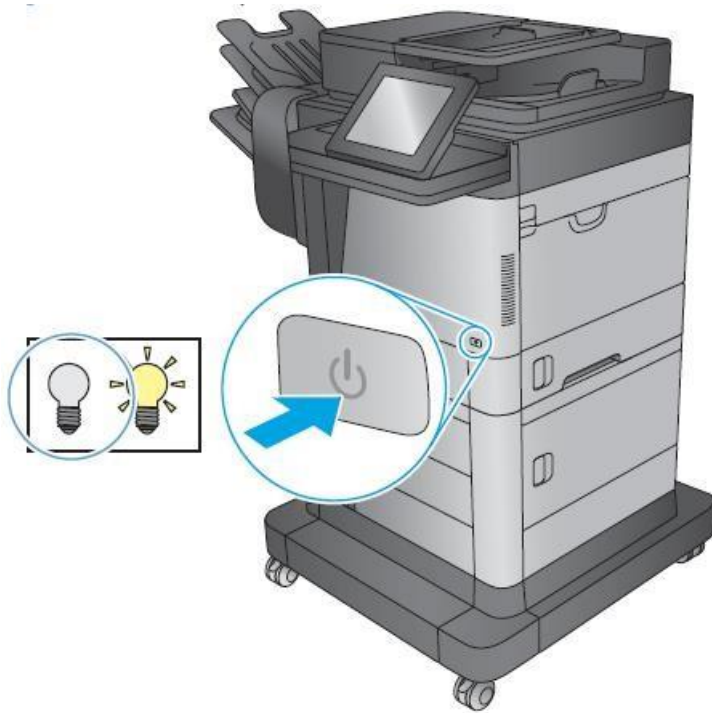
Required tools

#2 Phillips screwdriver with a magnetic tip

Step 1: Remove the Tray 1 pickup, feed, and separation rollers

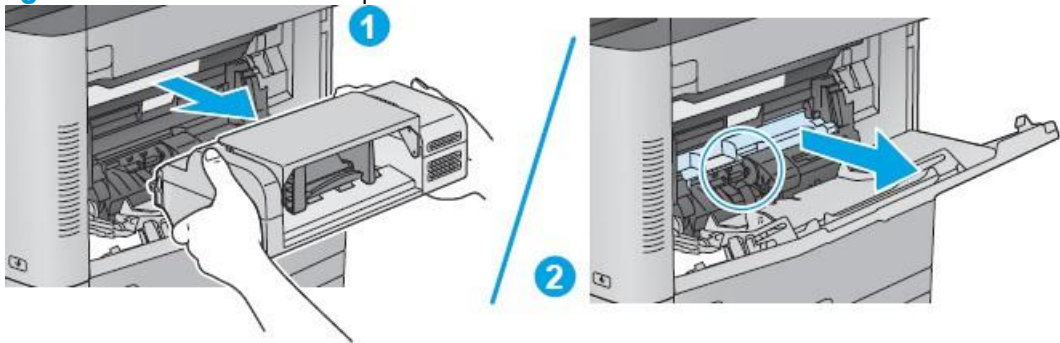
1. Use the power switch to turn the product power off.

Figure 20. Turn the power off



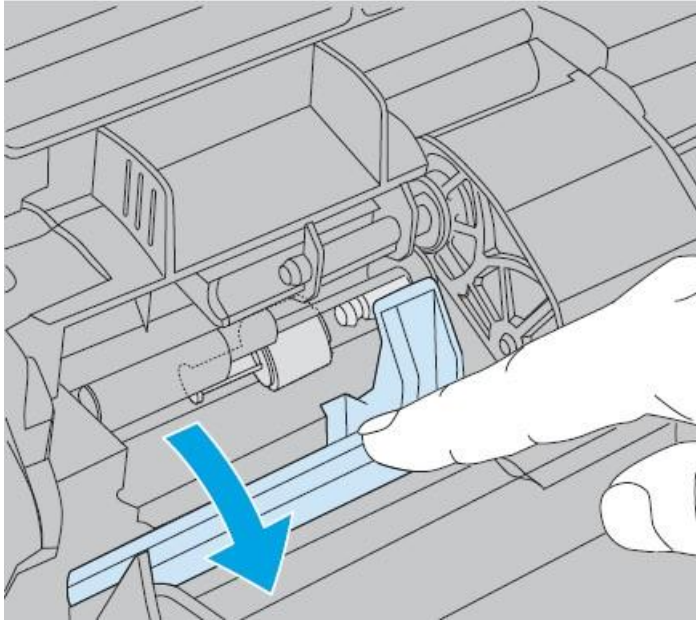
2. Remove the envelope feeder (callout 1), or open Tray 1 and then remove the environment cover (callout 2) depending on product configuration.

Figure 21. Remove the envelope feeder or the environment cover



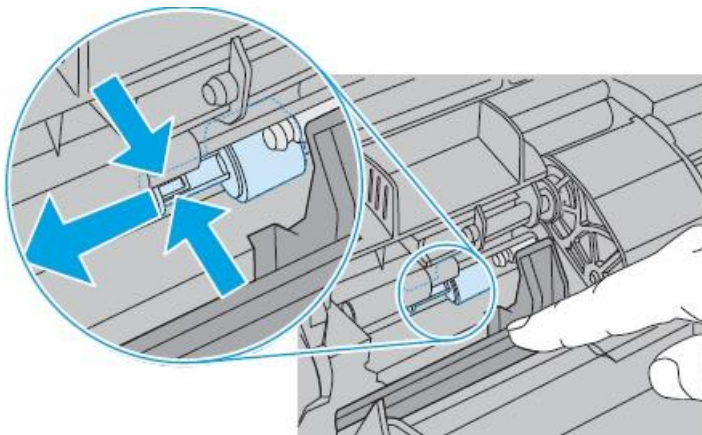
3. Open the separation roller cover.

Figure 22. Open the separation roller cover



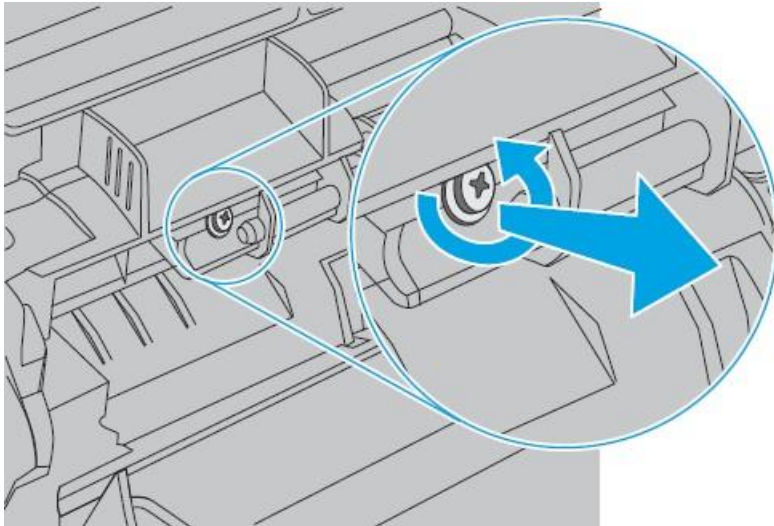
4. Release the separation roller locking tab, and then slide the roller off of the shaft to remove it. **Figure**

23. Remove the separation roller

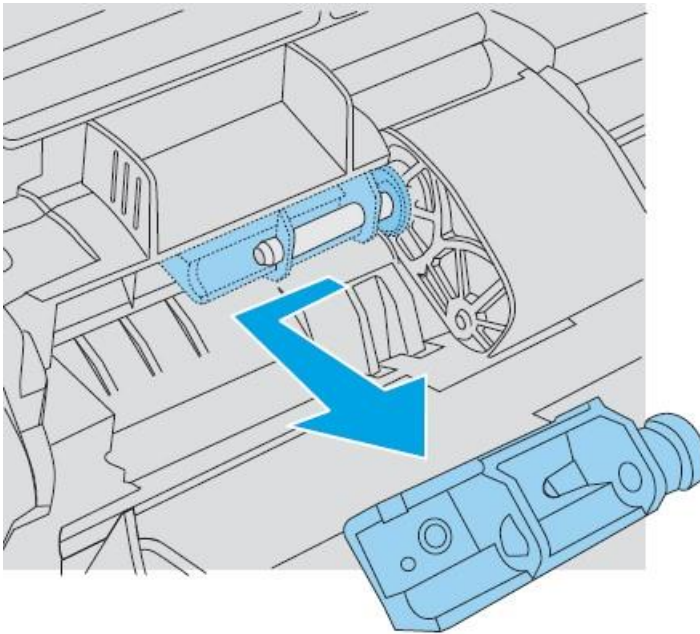


5. Remove one screw.

Figure 24. Remove one screw

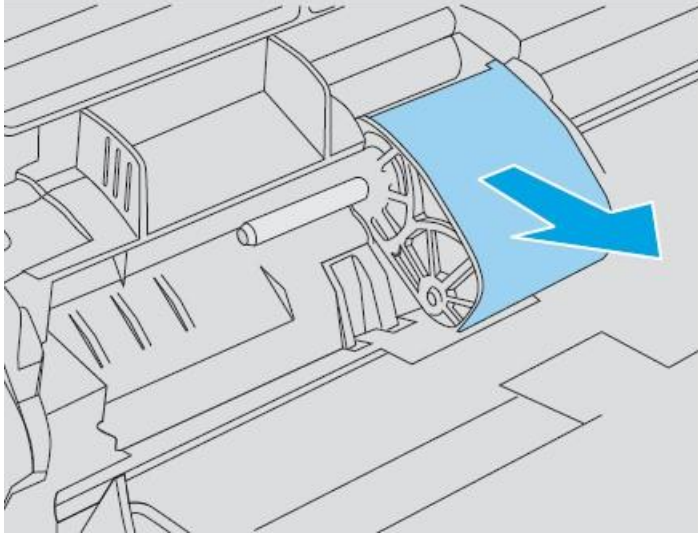


6. Slide the bushing off of the shaft. **Figure 25.** Remove the bushing



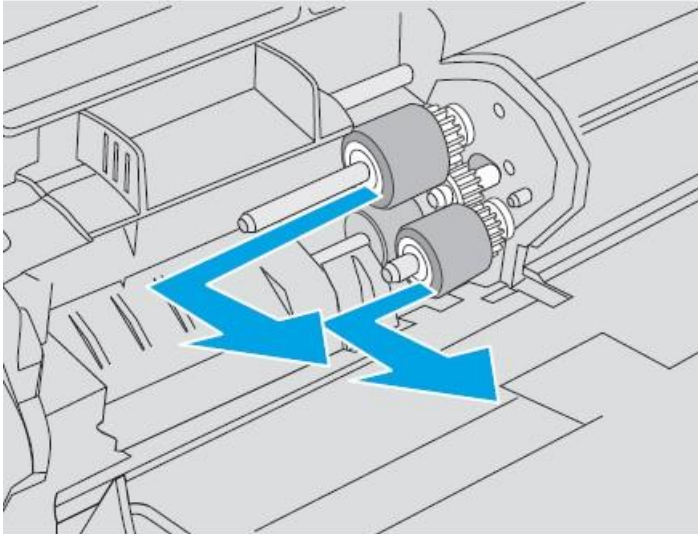
7. Remove the roller cover.

Figure 26. Remove the roller cover



8. Remove the pickup and feed rollers.

Figure 27. Remove the rollers




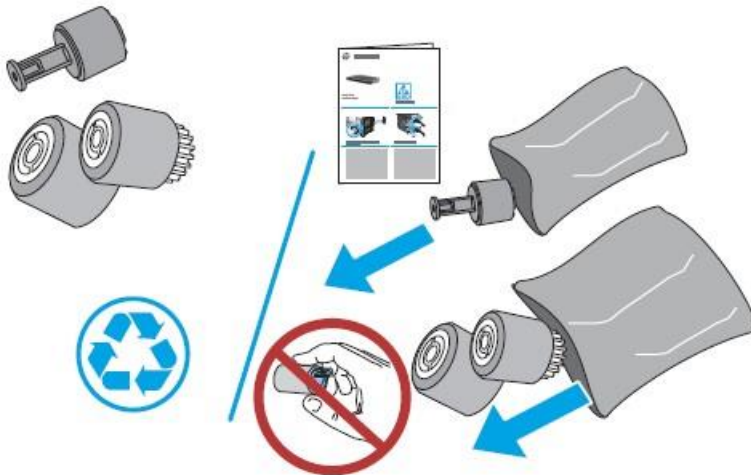
Step 2: Unpack the replacement rollers

Unpack the replacement assemblies from the packaging.

- CAUTION:** Avoid touching the surface of the replacement rollers. Skin oils on the rollers can cause print quality problems. Thoroughly wash your hands with soap and water to remove skin oils, and then completely dry them.

[Product return and recycling](#)

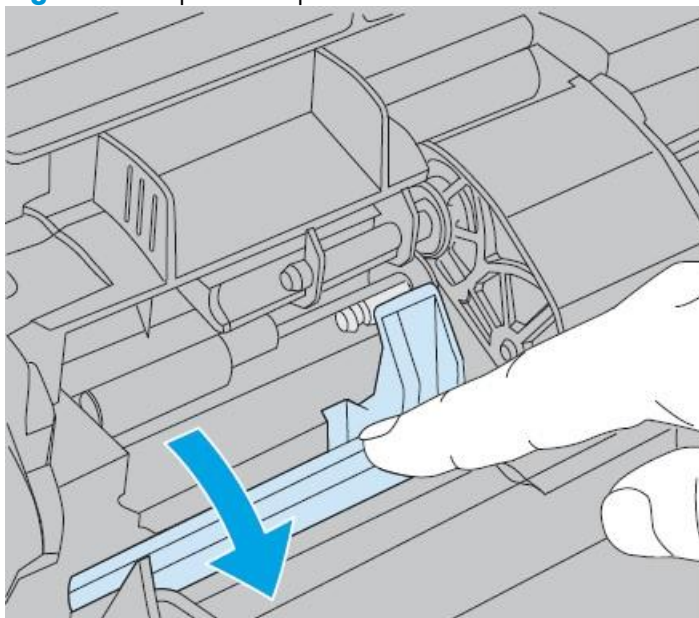
 **NOTE:** HP recommends responsible disposal of the defective assemblies.



Step 3: Install the Tray 1 pickup, feed, and separation rollers

1. Open the separation roller cover.

Figure 28. Open the separation roller cover



Slide the roller onto the shaft to install it, and then close the cover.


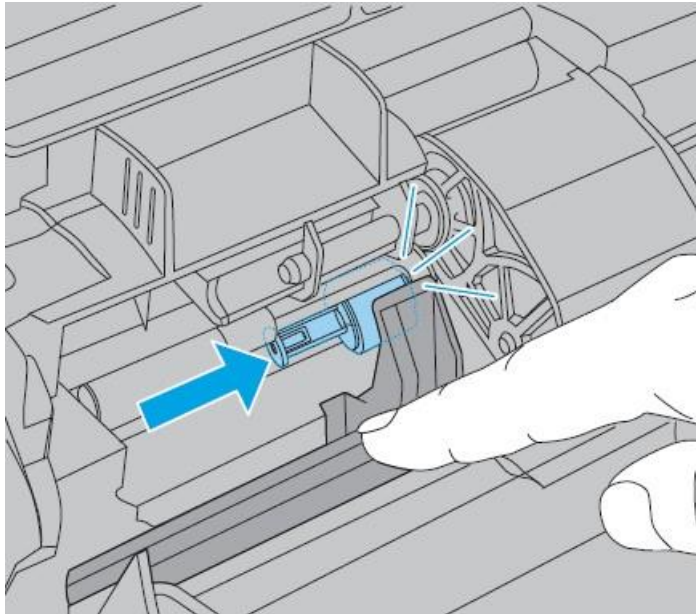
 **TIP:** When the roller is fully installed, an audible click is heard.

Figure 29. Install the separation roller



3. Install the pickup and feed rollers.


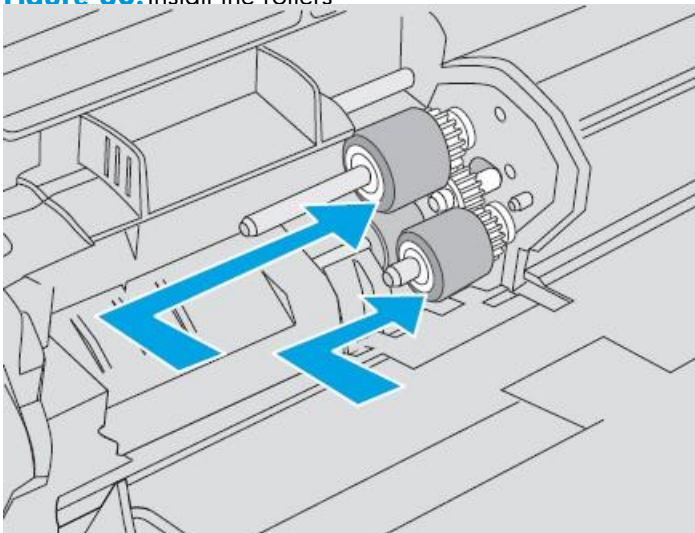
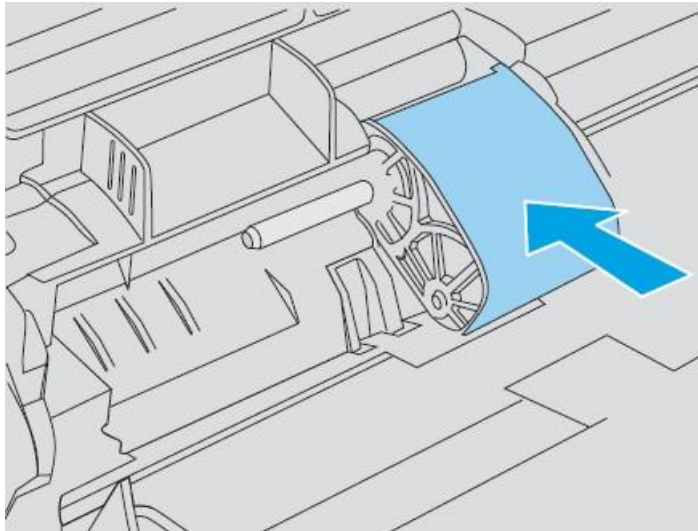
 **TIP:** Install the roller with the white gear on the lower shaft.

Figure 30. Install the rollers



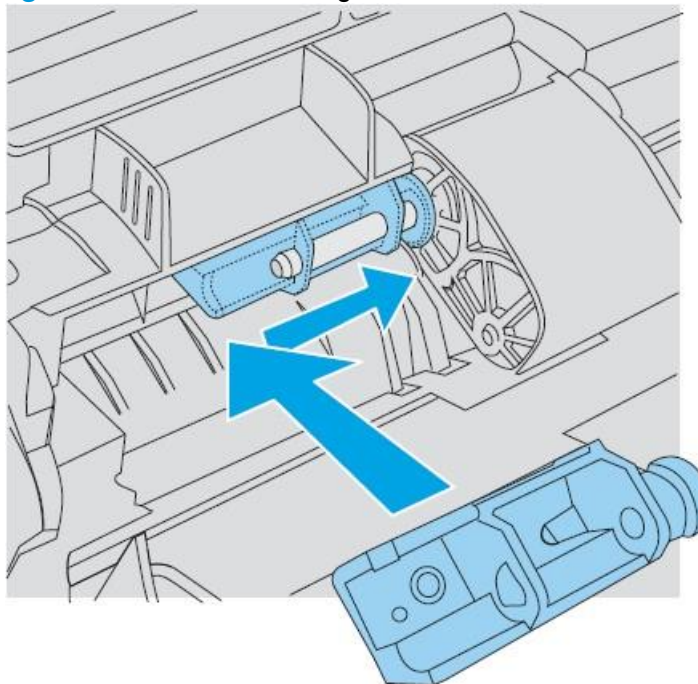
4. Install the roller cover.

Figure 31. Install the roller cover



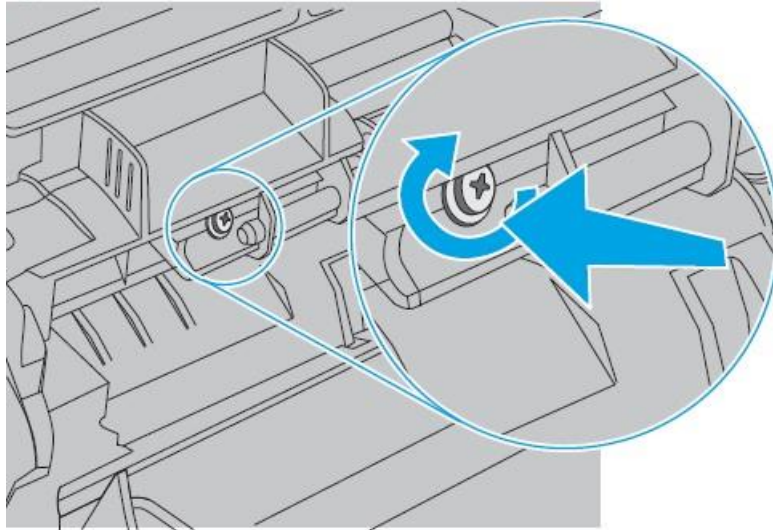
5. Slide the bushing on the shaft to install it.

Figure 32. Install the bushing



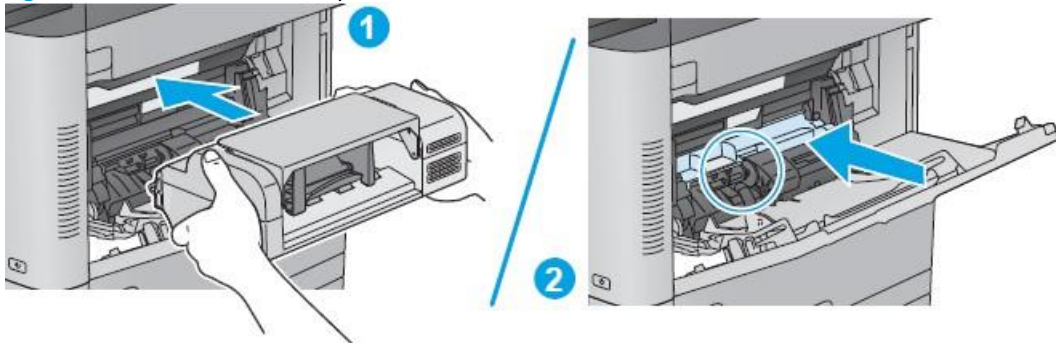
6. Install one screw.

Figure 33. Install one screw



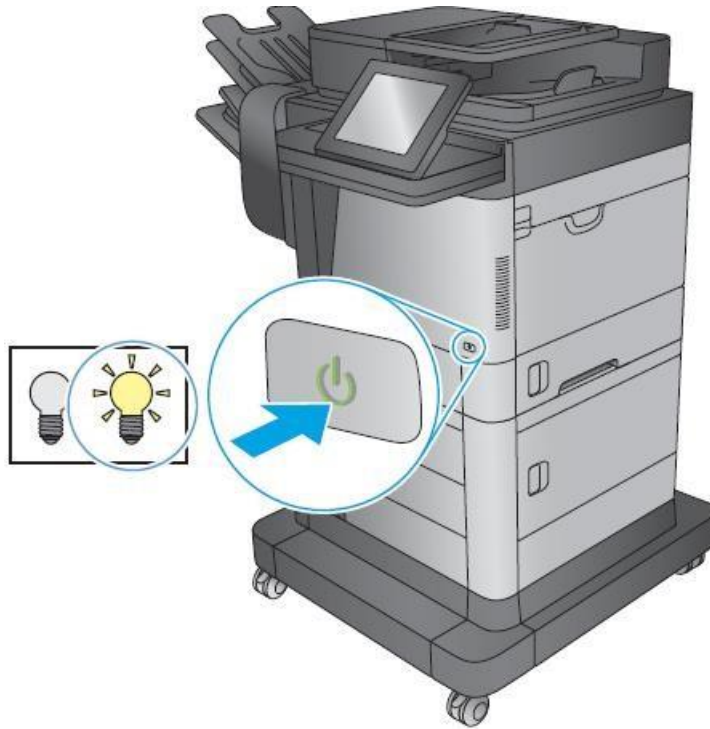
7. Install the envelope feeder (callout 1) or, open Tray 1 and then install the environment cover (callout 2) depending on product configuration.

Figure 34. Install the envelope feeder or the environment cover



8. Use the power switch to turn the product power on.

Figure 35. Turn the power on



Parts Return

[Products return and recycling.](#)

Tray 2-5 pickup and feed rollers

- [Introduction](#)
- [Step 1: Remove the Tray 2 - 5 pickup and feed rollers](#)
- [Step 2: Unpack the replacement rollers](#)
- [Step 3: Install the Tray 2 - 5 pickup and feed rollers](#)
- [Parts Return](#)

Introduction

This document provides the procedures to remove and replace the Tray 2 - X pickup and feed rollers.

Before servicing

Use the table below to identify the correct kit part number for your product, and then go to www.hp.com/buy/parts to order the kit.

Tray 2 - X pickup and feed rollers kit part number	
B3G84-67905	Tray 2 - X pickup and rollers kit with instruction guide

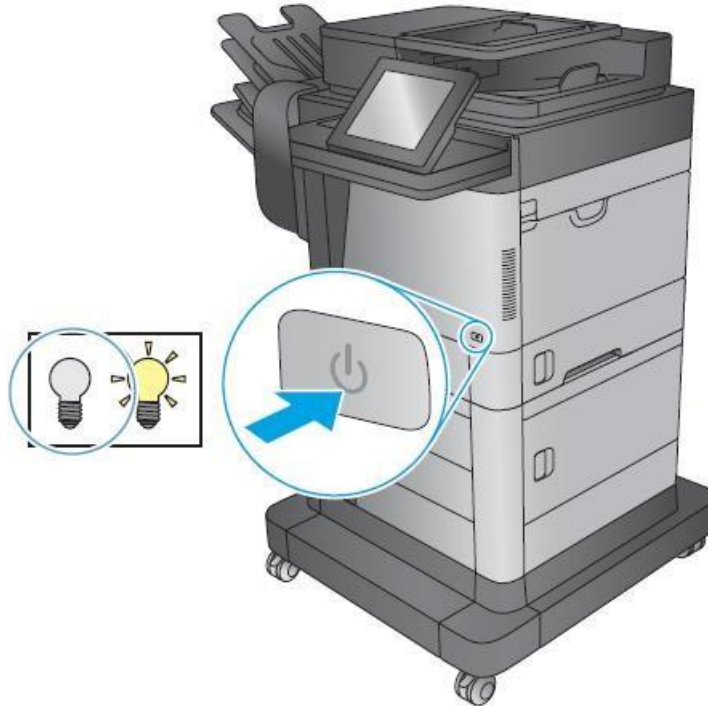
Required tools

No special tools are required to install this kit.

Step 1: Remove the Tray 2 - 5 pickup and feed rollers

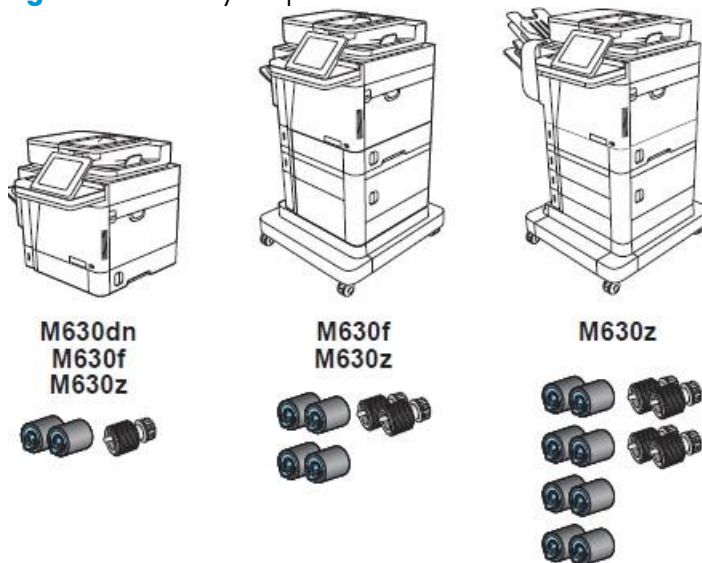
1. Use the power switch to turn the product power off.

Figure 36. Turn the power off



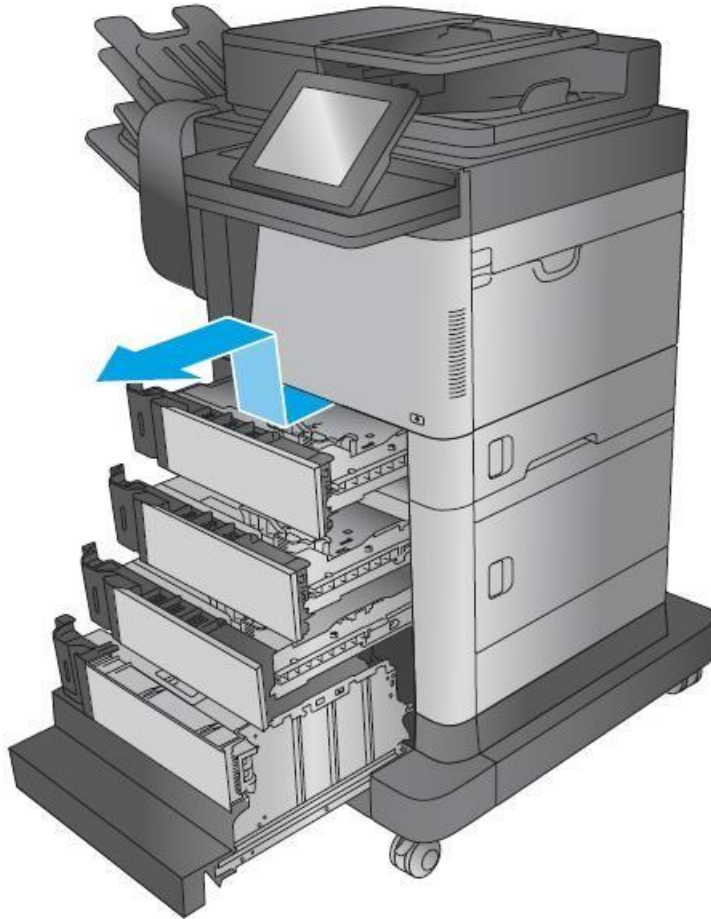
2. The figures in this procedure show the 2,500-sheet high-capacity feeder, however the procedure for replacing the rollers is correct for all product models.

Figure 37. Identify the product model



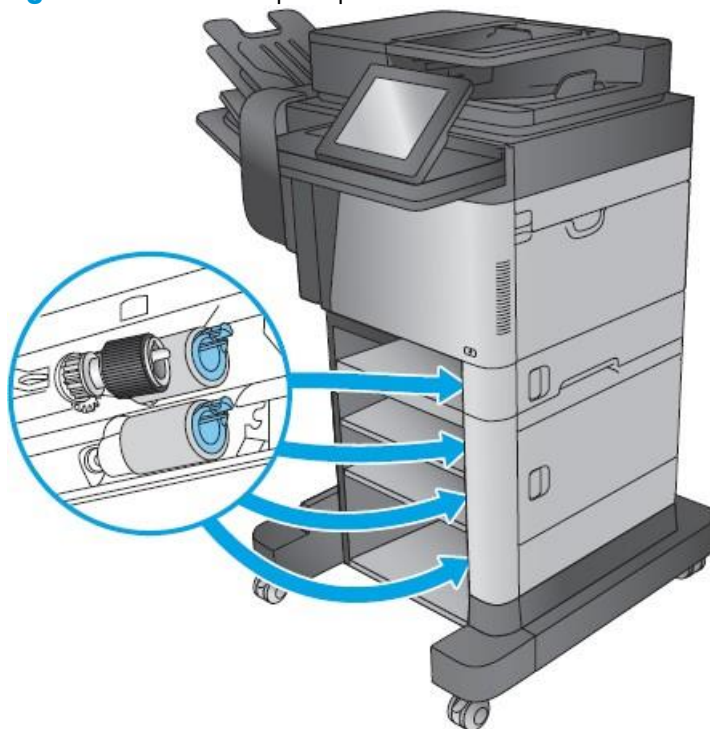
3. Remove the tray or trays.

Figure 38. Remove the tray or trays



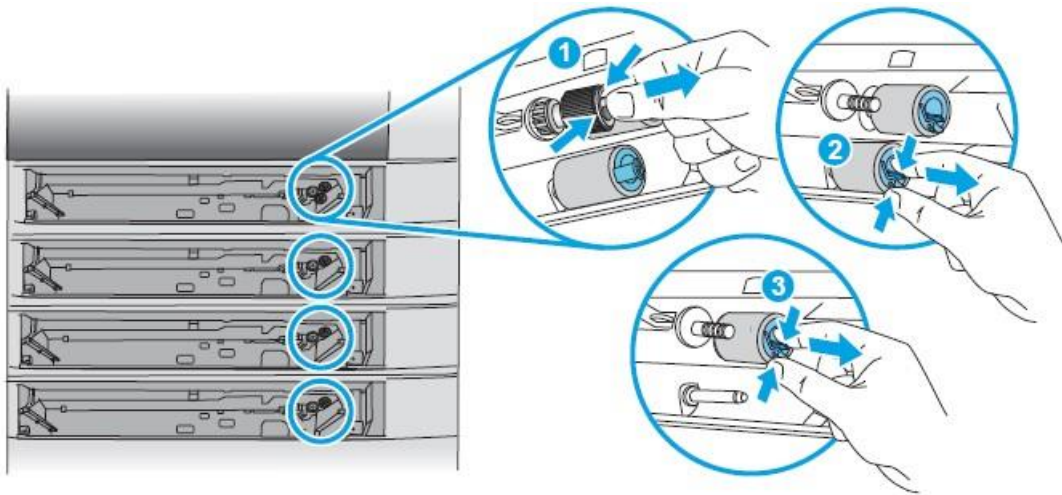
4. Locate the pickup and feed rollers.

Figure 39. Locate the pickup and feed rollers



5. Pinch the tab on the pickup roller or feed roller to release it, and then slide the roller off of the shaft.

Figure 40. Remove the rollers



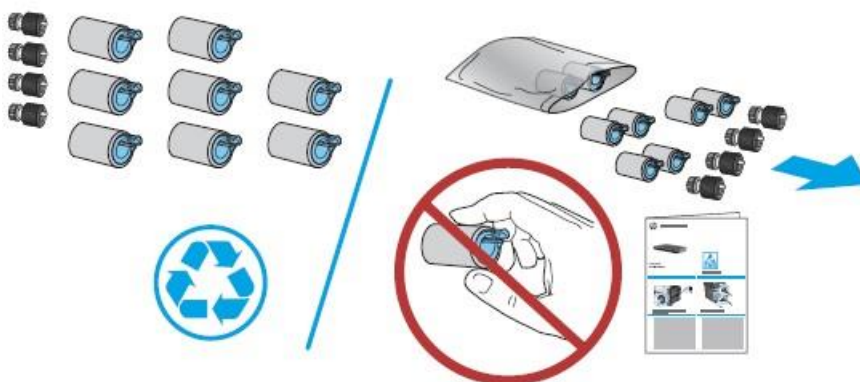
Step 2: Unpack the replacement rollers

Unpack the replacement assemblies from the packaging.

- CAUTION:** Avoid touching the surface of the replacement rollers. Skin oils on the rollers can cause print quality problems. Thoroughly wash your hands with soap and water to remove skin oils, and then completely dry them.

[Products return and recycling.](#)

- NOTE:** HP recommends responsible disposal of the defective assemblies.

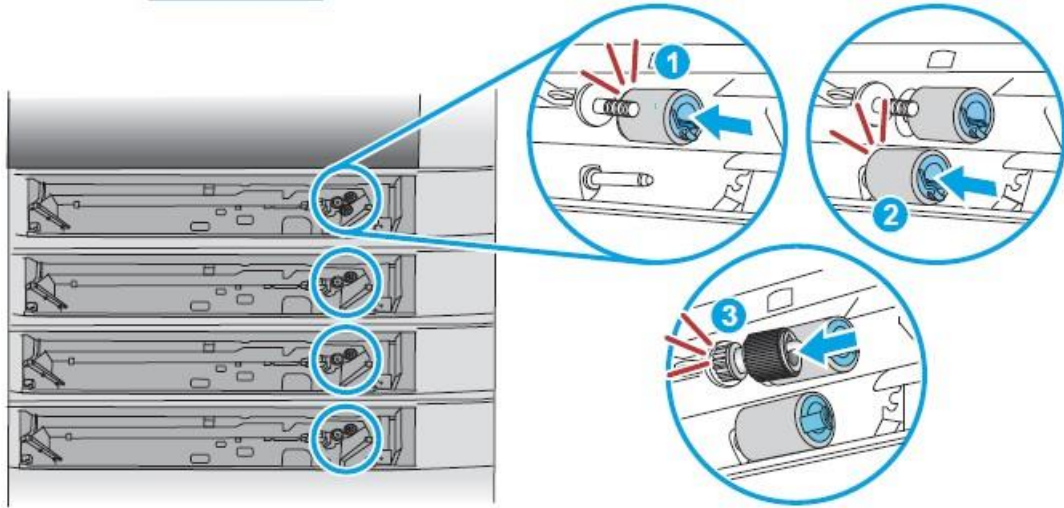


Step 3: Install the Tray 2 - 5 pickup and feed rollers

1. Slide the pickup and feed rollers on the shaft to install them.

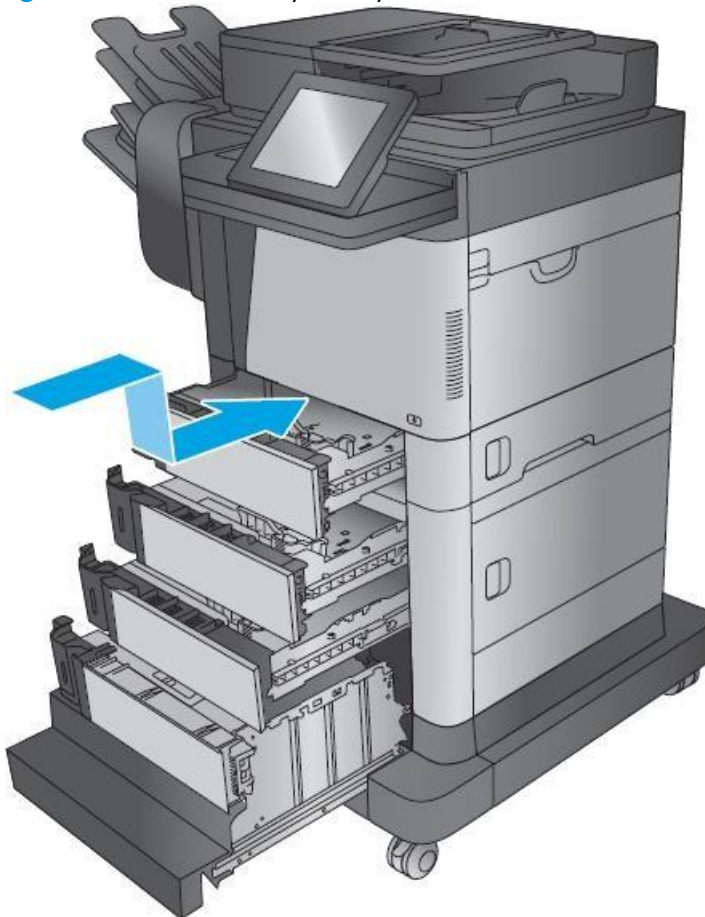
- TIP:** When the rollers are fully installed, an audible click is heard.

Figure 41. Install the rollers



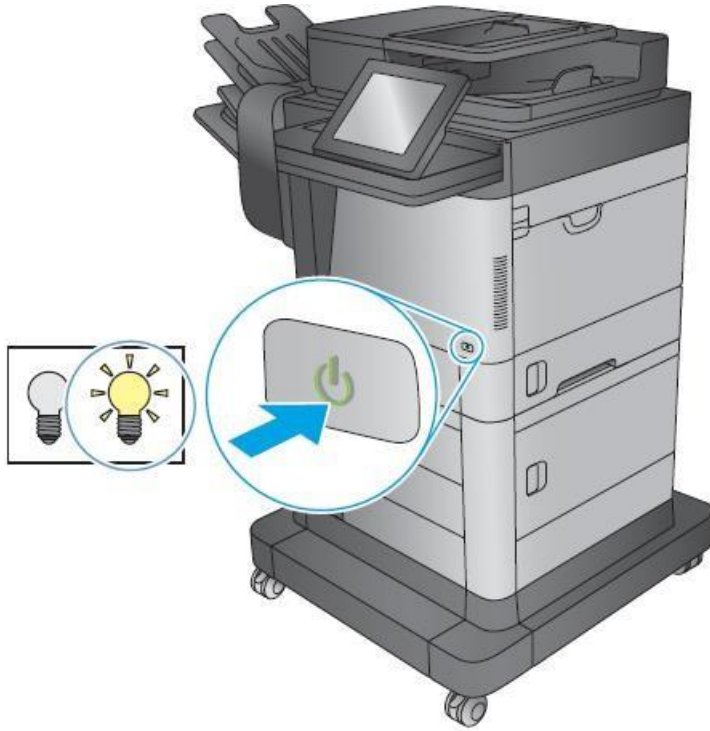
2. Install the tray or trays.

Figure 42. Install the tray or trays.



3. Use the power switch to turn the product power on.

Figure 43. Turn the power on



Parts Return

[Products return and recycling.](#)

Transfer roller

- [Introduction](#)
- [Step 1: Remove the transfer roller](#)
- [Step 2: Unpack the replacement roller](#)
- [Step 3: Install the transfer roller](#)
- [Parts Return](#)

Introduction

This document provides the procedures to remove and replace the transfer roller.

Before servicing

Use the table below to identify the correct kit part number for your product, and then go to www.hp.com/buy/parts to order the kit.

Transfer roller kit part number	
B3G84-67901	Transfer roller with instruction guide

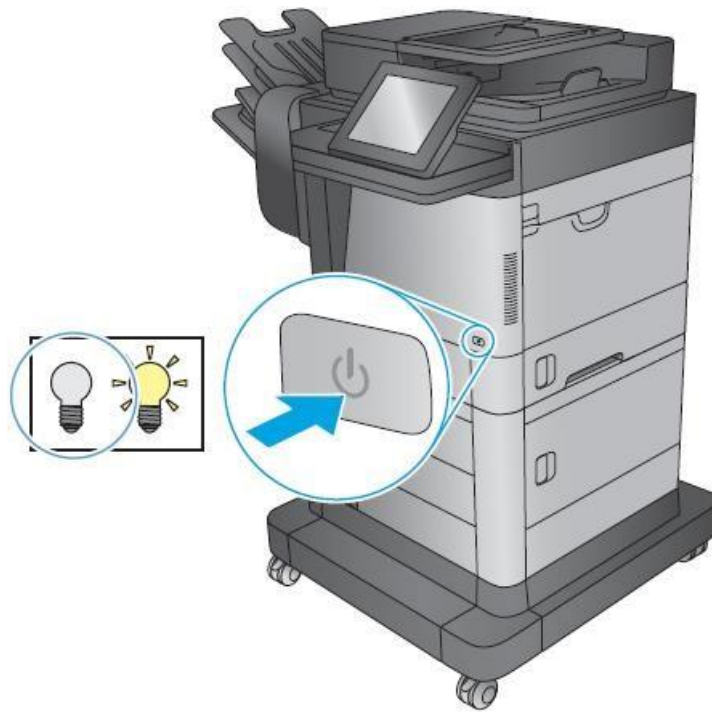
Required tools

A special removal tool, and a pair of protective gloves are provided in this kit.

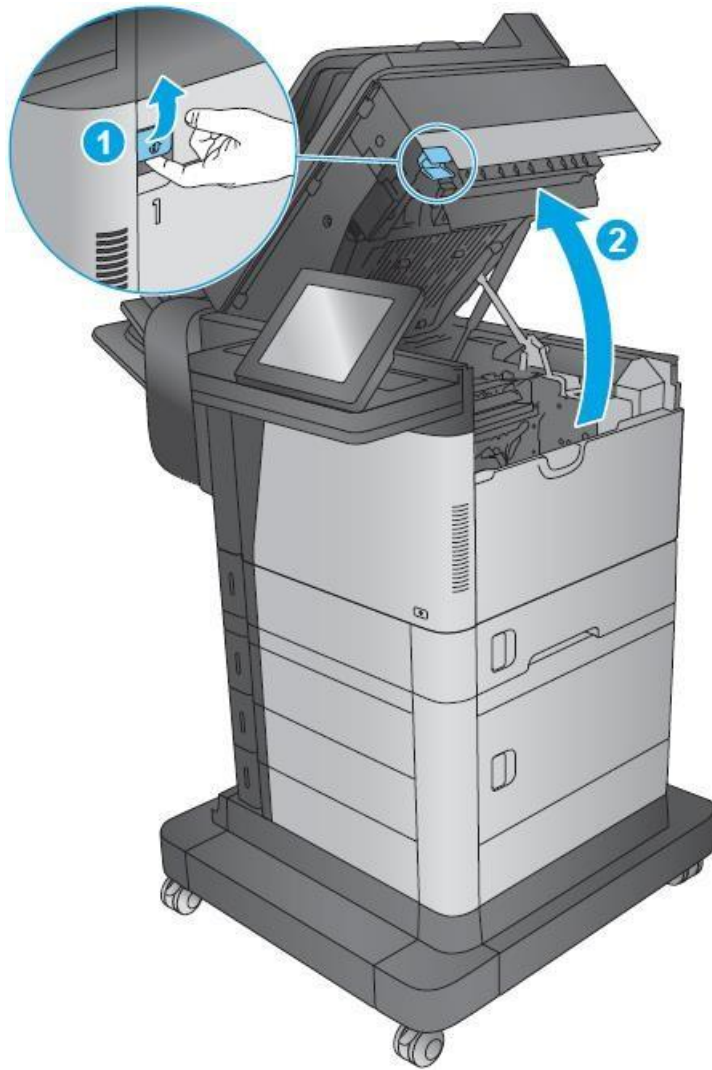
Step 1: Remove the transfer roller

1. Use the power switch to turn the product power off.

Figure 44. Turn the power off

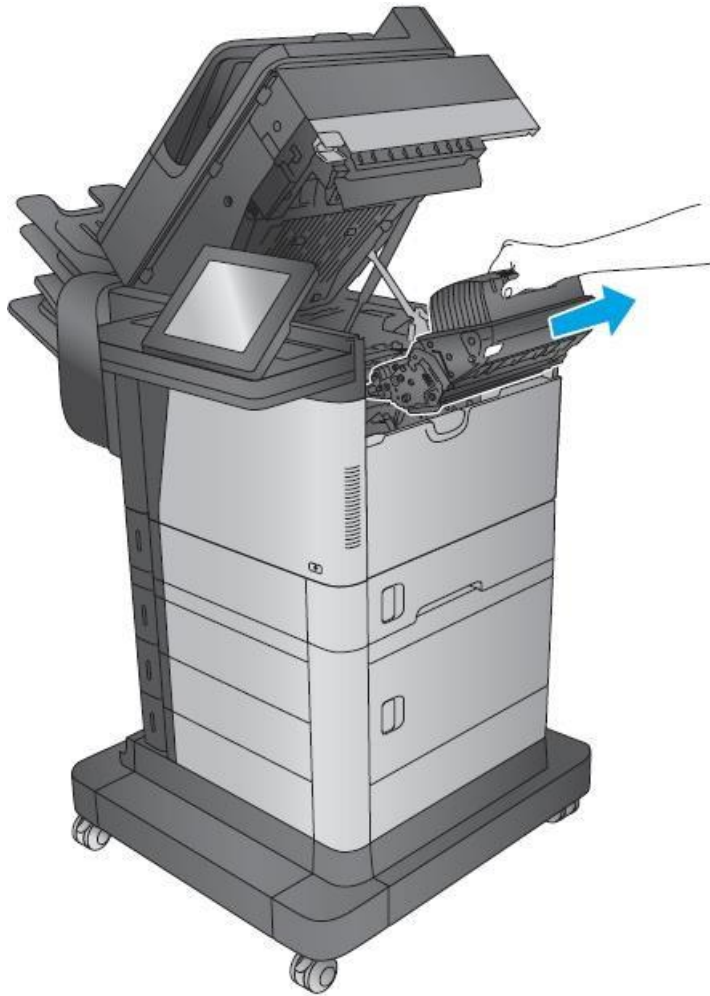


2. Open the top cover. **Figure 45.** Open the top cover



3. Remove the toner cartridge.

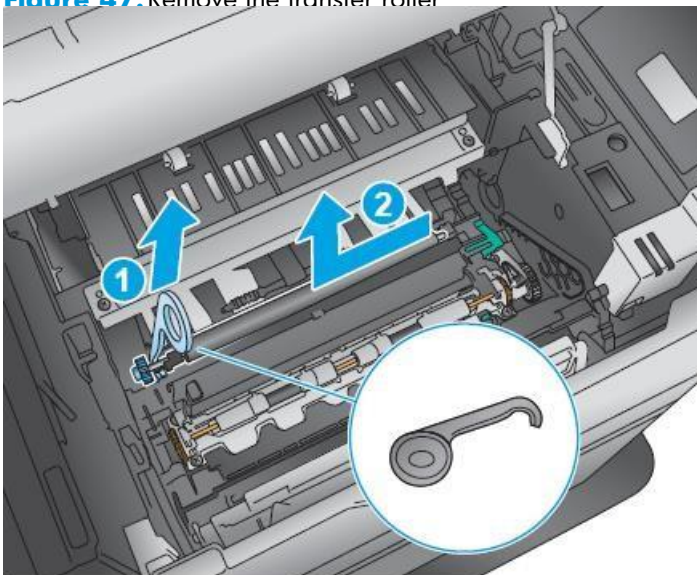
Figure 46. Remove the toner cartridge



4. Use the removal tool provided in the kit (or flat-blade screwdriver) to slightly lift the left end of the roller shaft (callout 1; near the blue gear). Slide the transfer roller to the left to remove it (callout 2).

 **TIP:** Open Tray 1 to make removing the roller easier.

Figure 47. Remove the transfer roller



Step 2: Unpack the replacement roller

Unpack the replacement assembly from the packaging.

⚠ CAUTION: Skin oils on the roller can cause print-quality problems. Make sure to put on the protective gloves provided with the kit.

If protective gloves are not available, avoid touching the surface of the replacement roller. Thoroughly wash your hands with soap and water to remove skin oils, and then completely dry them.

[Products return and recycling.](#)

📄 NOTE: HP recommends responsible disposal of the defective assembly.



Step 3: Install the transfer roller

1. Install the left end (callout 1; near the black collar) of the roller assembly in the product, and then rotate the right end down (callout 2) to install it.


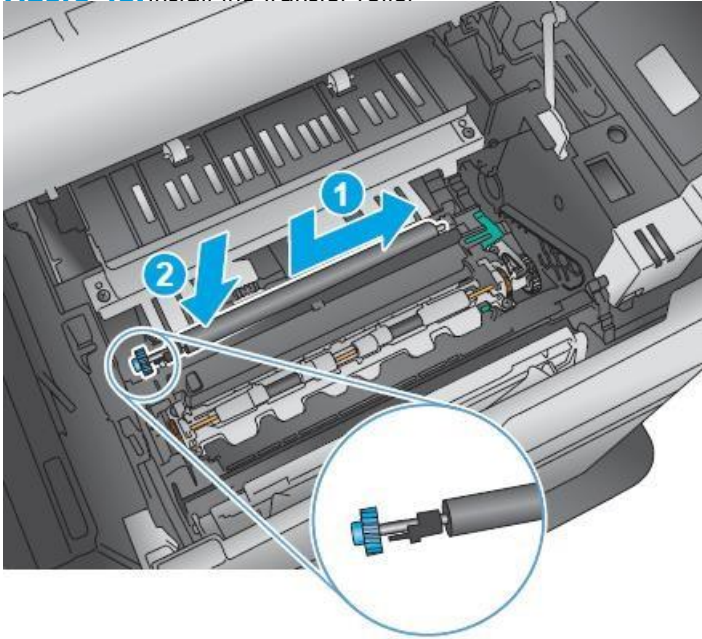
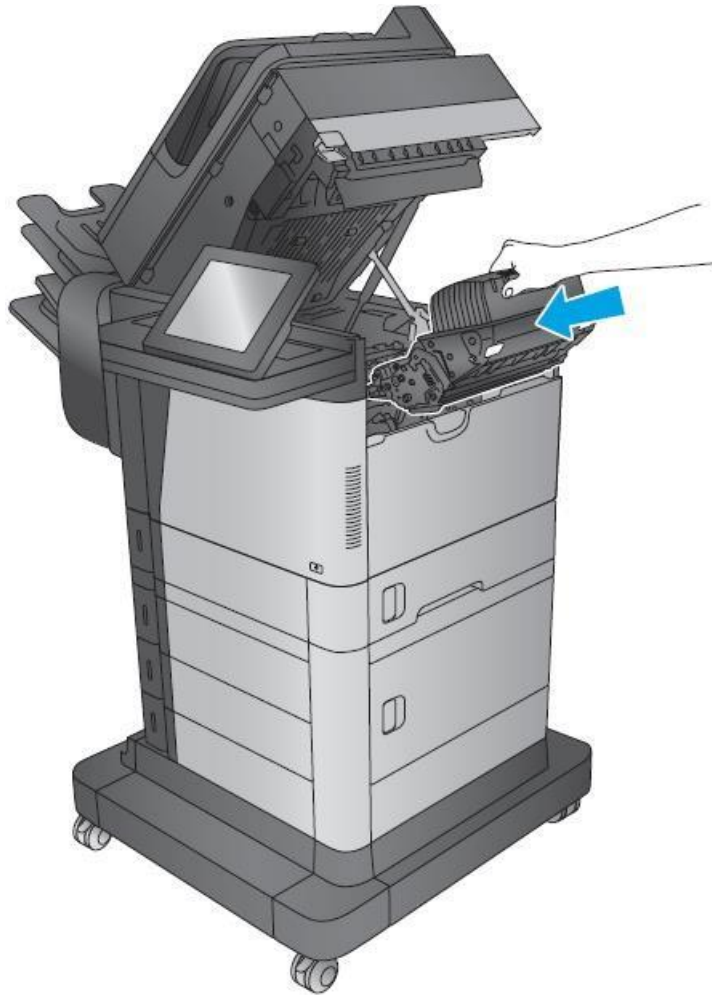
 **IMPORTANT:** Make sure that both ends of the roller assembly are fully seated in the holders.

Figure 48. Install the transfer roller



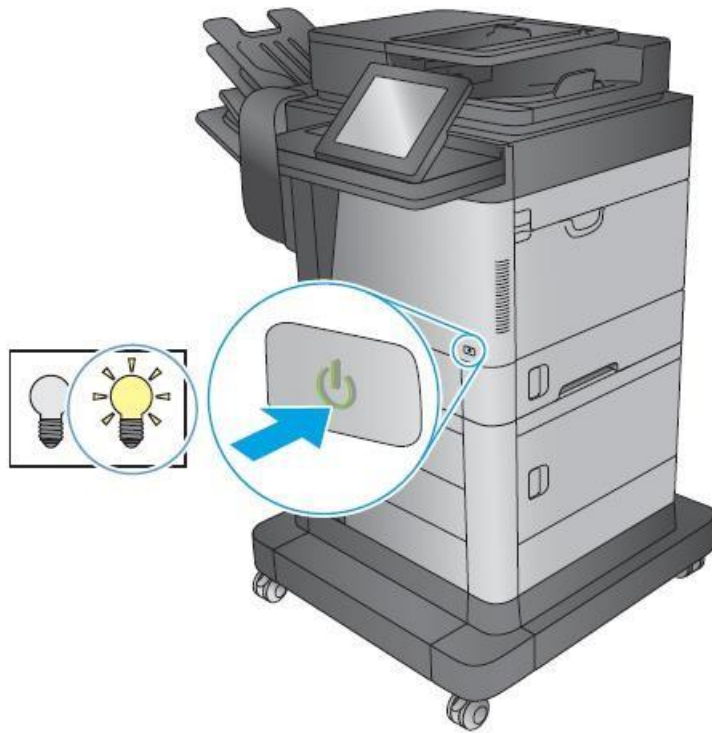
2. Install the toner cartridge.

Figure 49. Install the toner cartridge



3. Use the power switch to turn the product power on.

Figure 50. Turn the power on



Parts Return

[Products return and recycling.](#)

Document-feeder maintenance kit

- [Introduction](#)
- [Step 1: Remove the document-feeder rollers](#)
- [Step 2: Remove the document-feeder separation pad](#)
- [Step 3: Unpack the replacement rollers and separation pad](#)
- [Step 4: Install the document-feeder separation pad](#)
- [Step 5: Install the document-feeder rollers](#)
- [Step 6: Reset the supplies counter](#)
- [Parts Return](#)

Introduction

This document provides the procedures to remove and replace the document-feeder roller and separation pad.

Before servicing

Use the table below to identify the correct kit part number for your product, and then go to www.hp.com/buy/parts to order the kit.

Document-feeder maintenance kit part number

L2725-60002

Document-feeder maintenance kit with instruction guide

NOTE: The document-feeder maintenance kit includes the pickup and feed rollers assembly and the separation pad assembly.

Required tools

No special tools are required to install this kit.



IMPORTANT: When a replacement roller is installed, reset the [New Document Feeder Kit](#) supplies counter. [See Step 6: Reset the supplies counter](#) on page 52.

Step 1: Remove the document-feeder rollers

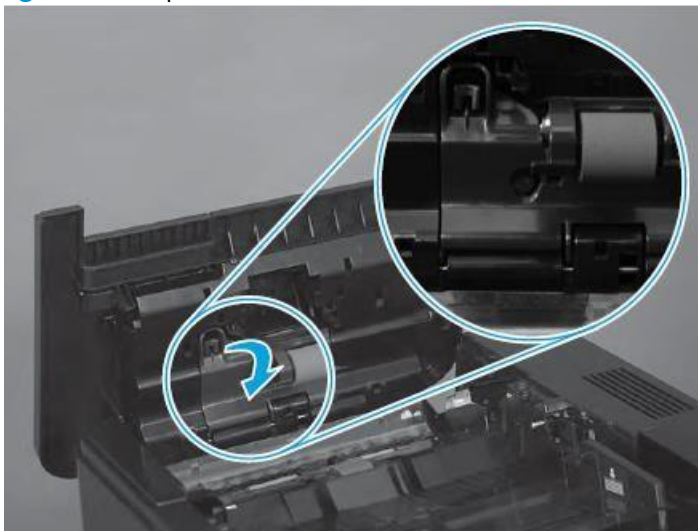
1. Open the document-feeder door.

Figure 51. Open the document-feeder door



2. Release one tab, and then open the access door.

Figure 52. Open the access door

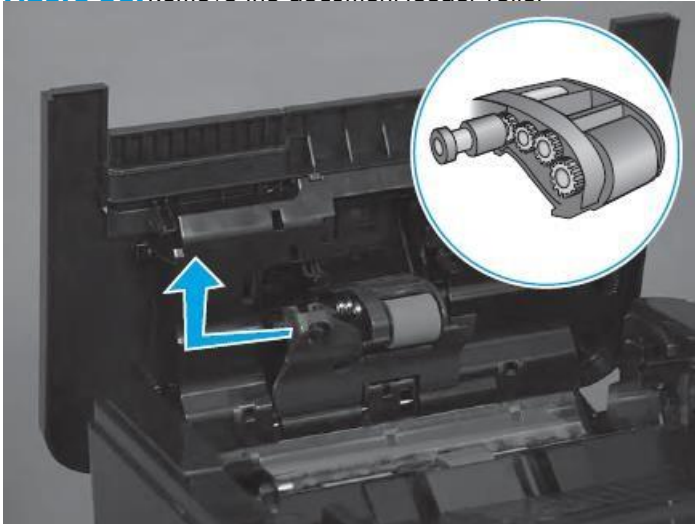


3. Slide the roller left, and then lift it up and out of the product.



NOTE: If the roller does not drop down when the access door is opened, rotate it down now.

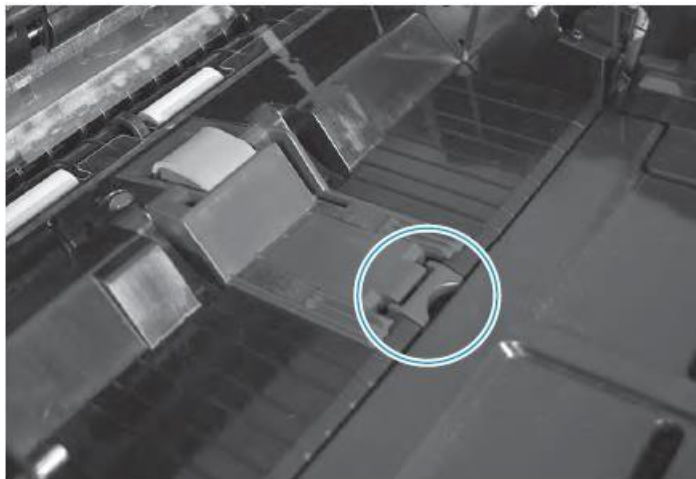
Figure 53. Remove the document-feeder roller



Step 2: Remove the document-feeder separation pad

1. Release one tab.

Figure 54. Release one tab



2. Rotate the separation pad and holder up (callout 1), and then lift it up (callout 2) to remove it.


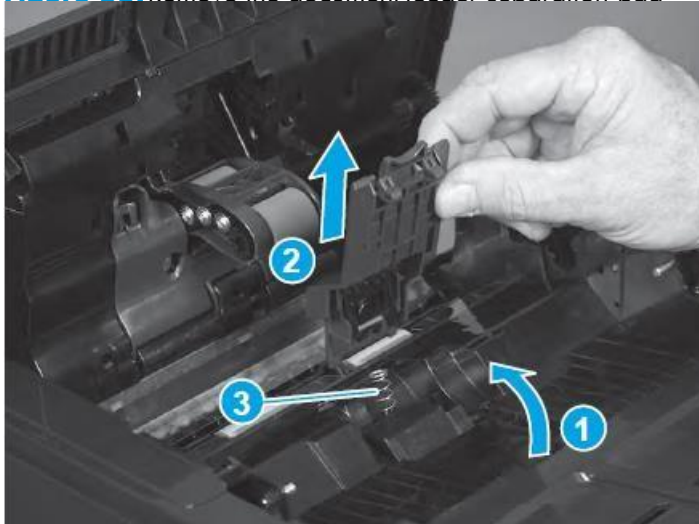
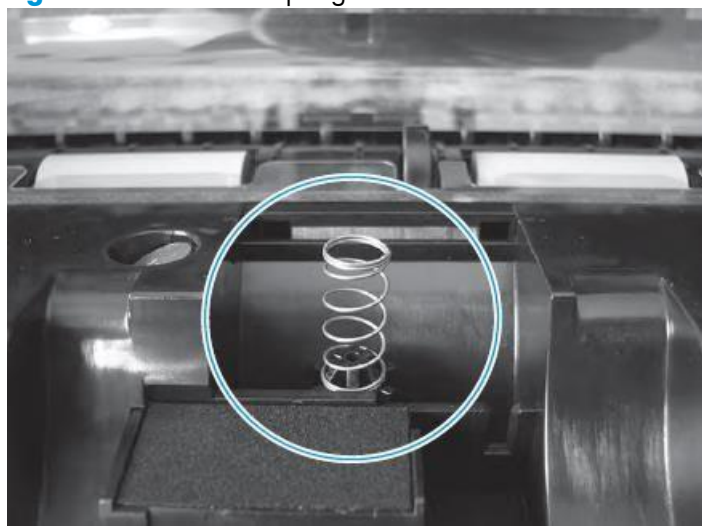
 **IMPORTANT:** The spring (callout 3) under the separation pad and holder can easily be dislodged when the holder is removed.

Figure 55. Remove the document-feeder separation pad



3. If the spring becomes dislodged, securely reinstall it as shown.

Figure 56. Check the spring

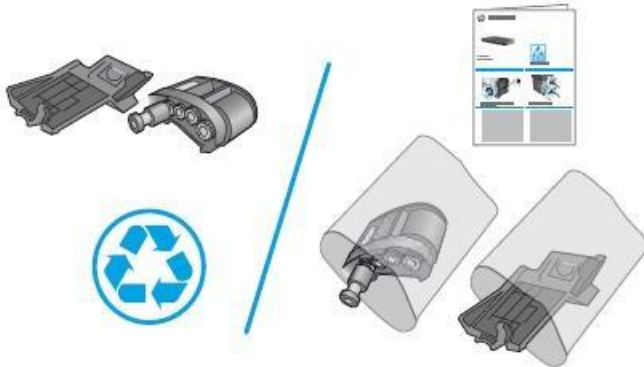


Step 3: Unpack the replacement rollers and separation pad

Unpack the replacement assemblies from the packaging.



NOTE: HP recommends responsible disposal of the defective assemblies.



Step 4: Install the document-feeder separation pad

1. Position the separation pad on the product.

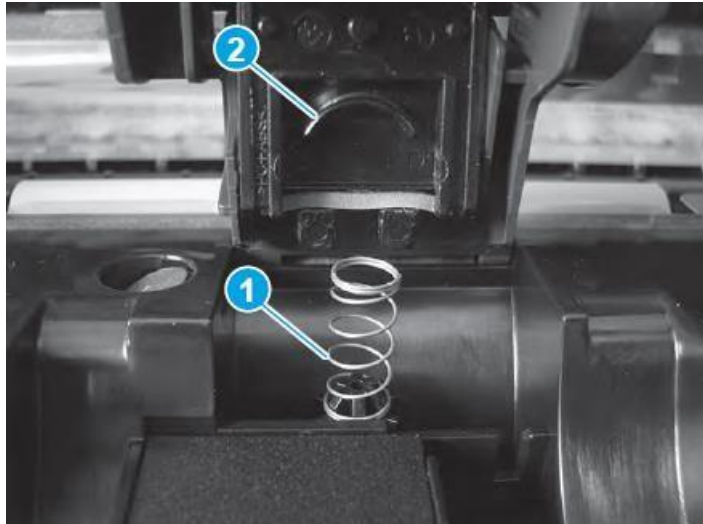


IMPORTANT: Make sure spring does not get bent upon reinstallation of the separation pad.

Figure 57. Position the separation pad on the product

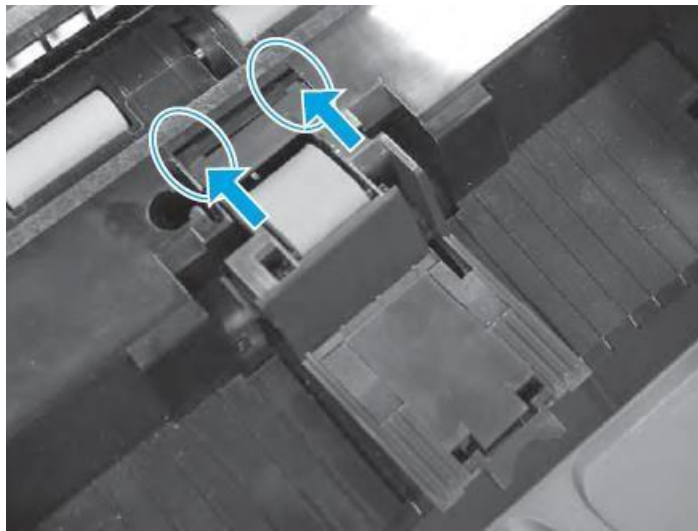


2. When the separation pad and holder is installed, make sure that the separation-pad spring (callout 1) is positioned under and behind the ridge (callout 2) on the bottom of the holder. **Figure 58.** Check the spring



3. Make sure that the tabs on the separation pad holder are positioned in the provided slots. **Figure**

59. Check the tabs

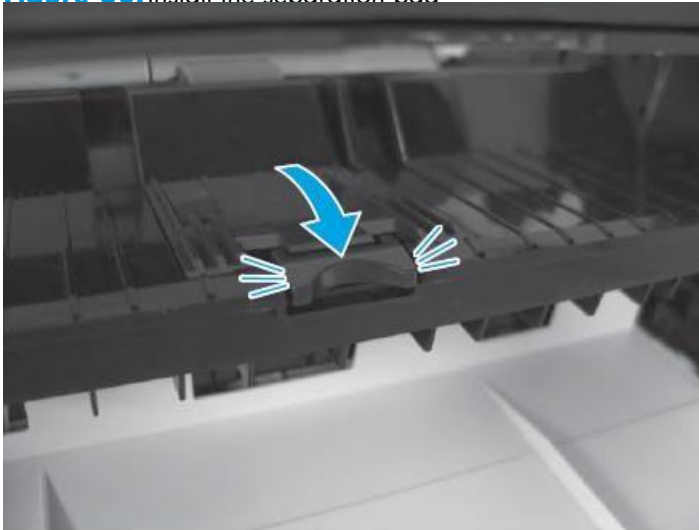


4. Rotate the separation pad down until it snap in place.



Reinstallation tip: When the pad is correctly installed, an audible click should be heard.

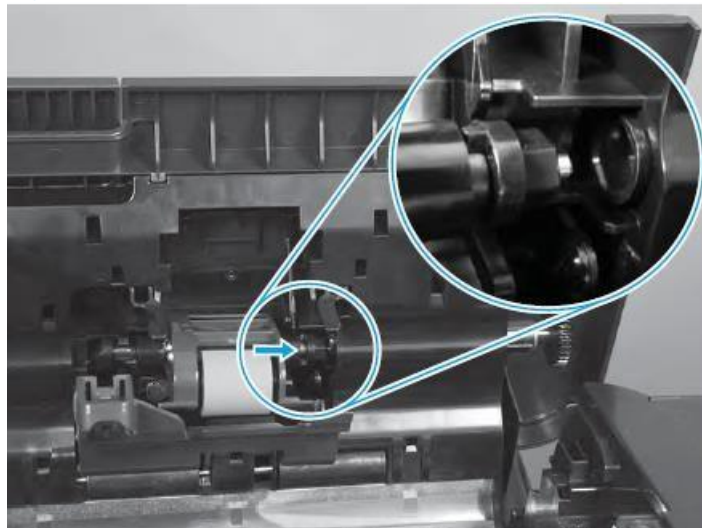
Figure 60. Install the separation pad



Step 5: Install the document-feeder rollers

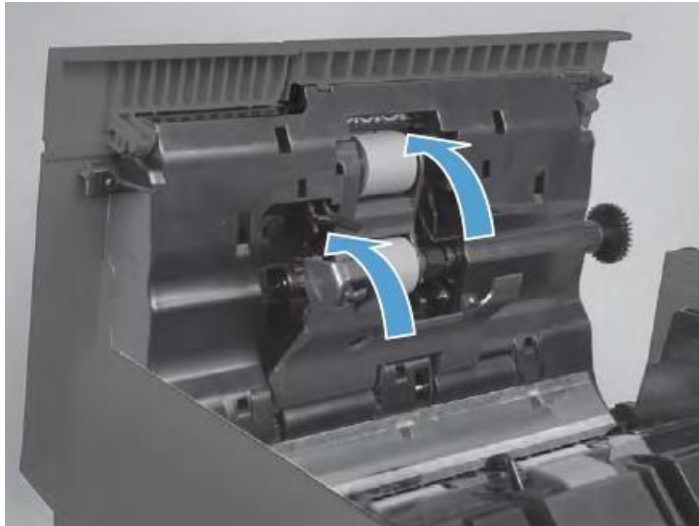
1. The roller assembly is keyed. When reinstalling the roller assembly, position the hex-shaped fitting on the shaft toward the rear of the product.

Figure 61. Install the document-feeder roller



2. Rotate the roller up into the document feeder.

Figure 62. Rotate the roller up



3. Close the access door.


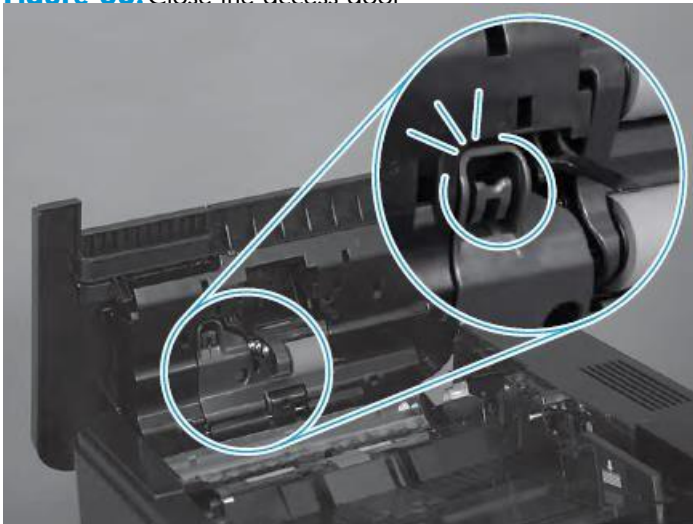
 **Reinstallation tip:** The access door must be fully closed. When closing the door, two audible clicks should be heard. If, after replacing the roller document feeder, a document feeder jam message appears on the control panel display, make sure that the access door is fully closed.

Figure 63. Close the access door



Step 6: Reset the supplies counter

1. From the Home screen on the control panel, scroll to and touch the Administration button.
2. Open the following menus:
 - Manage Supplies
 - Reset Supplies
 - New Document Feeder Kit
3. Select the Reset item to reset the supplies counter.

Parts Return

[Products return and recycling.](#)