

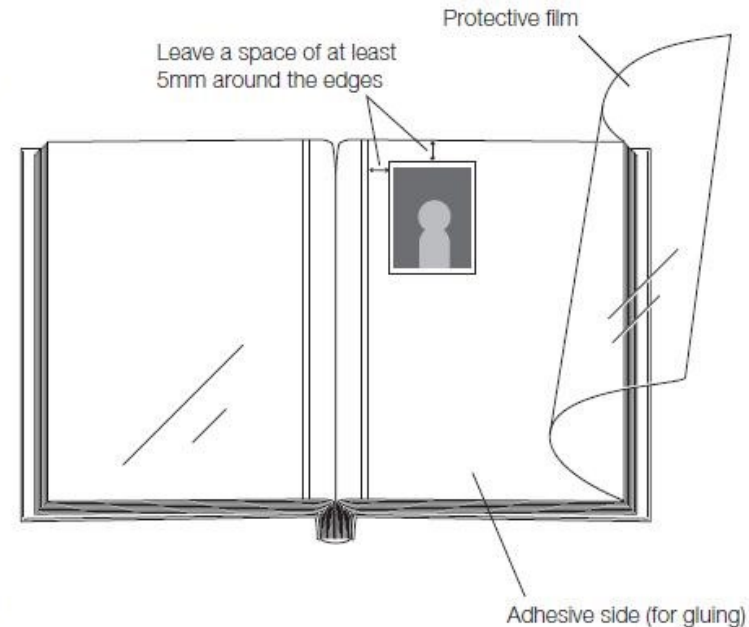
## Free Cardboard Album-Use Refills and User Manual for Adding Sheets to Craft Binding (A4 size)

### ■ How to use cardboard

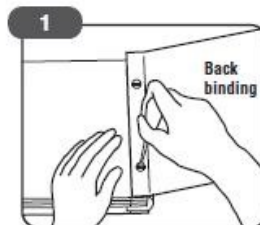
- Carefully remove the protective film from front side.
- When laying out and affixing photographs, leave a space of at least 5mm around the edges of the cardboard.
- Be careful not to line up too many photographs, as the adhesive strength of the protective film may not be sufficient.
- Once the title cards, etc. have been laid out, start at the beginning of the cardboard and squeeze out any air from the cardboard before gently replacing the protective film.
- If air enters the space between the cardboard and the film, a clean finish can be achieved by running a cloth from the top of the film along the adhesive line.

### ■ Advice regarding handling

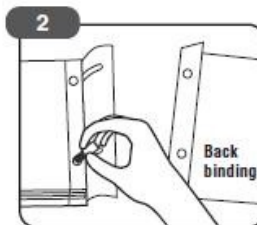
- Try to avoid dirtying glued cardboard surfaces with your hands, etc. Adhesive strength may deteriorate over time.
- Albums/cardboard sheets should not be kept in areas affected by direct sunlight or high humidity.
- Photographs (photographic printing paper/computer printer paper) should be thoroughly dried before being pasted to cardboard.
- Do not use for arranging stamps or other materials that have adhesive reverses.
- If you are struggling to remove photographs from old cardboard sheets, try applying warm air from a hairdryer for approximately 3 minutes so as to make the photographs warm, before using cold air to cool them down – you will find that the edges of the photographs are lifted. Hold the lifted edges and slowly remove the photographs.
- Screws present a danger of being swallowed or choked on by small children, so please keep them out of the reach of children.



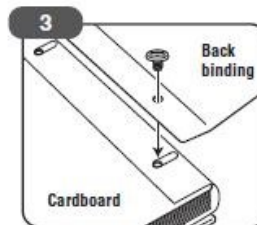
### ■ How to add/remove cardboard sheets



Use a coin or screwdriver to turn the control screw located on the back binding side, and remove the back binding.  
\*If the screw turns without effect, press the screw on the opposite side using a coin or a screwdriver.



Remove the back cover so as to add/remove cardboard sheets. If the screw is too short, it can be adjusted using the enclosed joint screw.



After setting the cardboard, line up the back cover and the holes in the back binding, locking them together with the control screw.  
\*Please make adjustments so that the back cover does not become loose.

#### Precautions

- When adding/removing cardboard sheets, please open the album from the side of the back binding control screw. The effectiveness of the corner screw, which is used to prevent rotation, will be broken if opened from the front binding main screw.
- If the screw turns without effect, turn the control screw while pressing the head of the main screw.
- Please insert no more than 20 cardboard sheets in total. If the album contains more than 20 sheets, it is possible that facing pages will be damaged or broken.

