

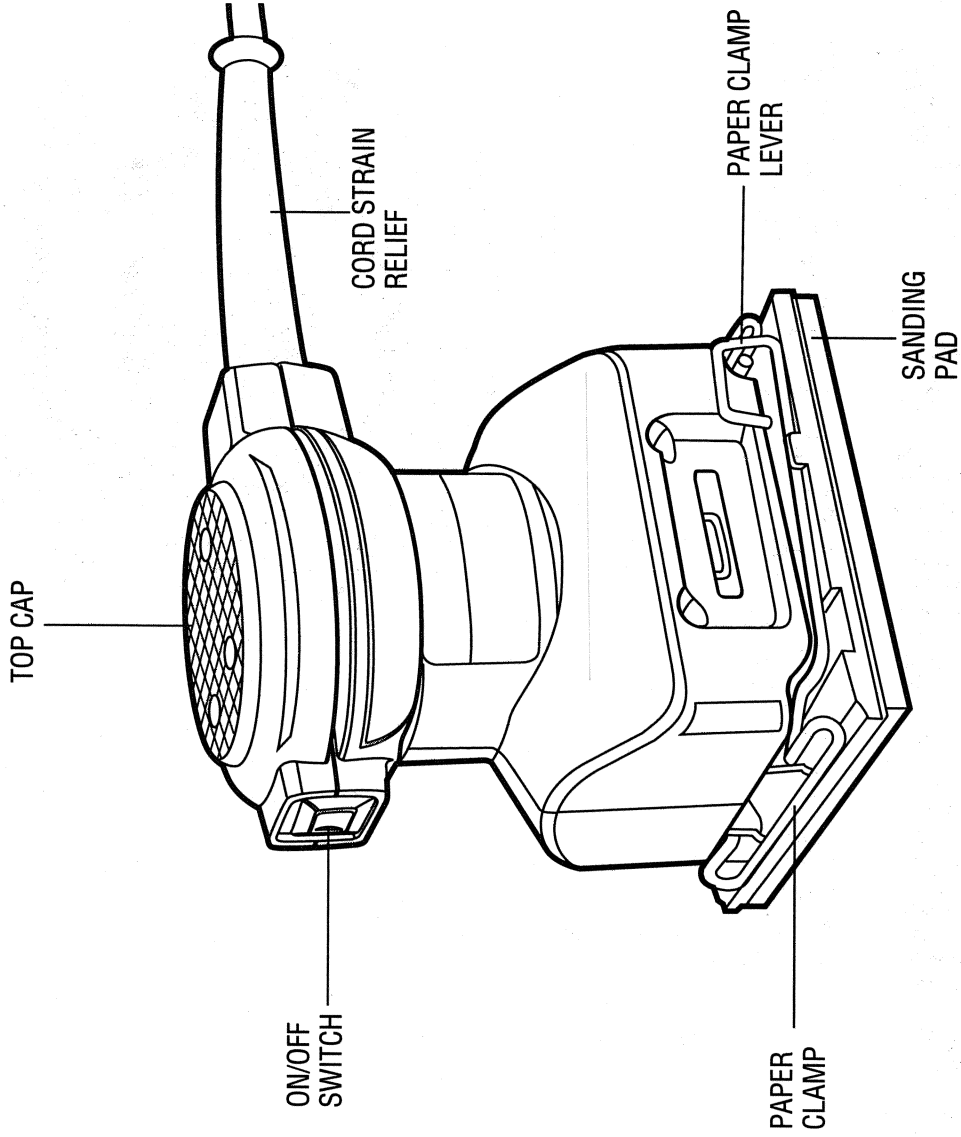
Instruction Manual

2711 1/4 Sheet Finishing Sander

Getting the most out of your tool.

Please take time to read this manual and pay particular attention to the safety rules we've provided for your protection. Don't forget to send in your owner's registration card. If you have any questions about your tool please call:

1-800-9-BD TOOL
(1-800-923-8665)



FOR YOUR SAFETY - ALL TOOLS

Important Safety Instructions

WARNING: When using electric tools, basic safety precautions should always be followed to reduce risk of fire, electric shock, and personal injury, including the following:

READ ALL INSTRUCTIONS

Double Insulation

Double insulated tools are constructed throughout with two separate layers of electrical insulation or one double thickness of insulation between you and the tool's electrical system. Tools built with this insulation system are not intended to be grounded. As a result, your tool is equipped with a two prong plug which permits you to use extension cords without concern for maintaining a ground connection.

NOTE: Double insulation does not take the place of normal safety precautions when operating this tool. The insulation system is for added protection against injury resulting from a possible electrical insulation failure within the tool.

CAUTION: WHEN SERVICING USE ONLY IDENTICAL REPLACEMENT PARTS. Repair or replace damaged cords.

Polarized Plugs

Polarized plugs (one blade is wider than the other) are used on equipment to reduce the risk of electric shock. When provided, this plug will fit in the polarized outlet only one way. If the plug does not fit fully into the outlet, reverse the plug. If it still does not fit, contact a qualified electrician to install the proper outlet. Do not change the plug in any way.

Safety Instructions For All Tools

- **KEEP WORK AREA CLEAN.** Cluttered areas and benches invite injuries.
- **CONSIDER WORK AREA ENVIRONMENT.** Don't expose power tools to rain. Don't use power tools in damp or wet locations. Keep work area well lit. Do not use tool in presence of flammable liquids or gases.
- **GUARD AGAINST ELECTRIC SHOCK.** Prevent body contact with grounded surfaces. For example; pipes, radiators, ranges, and refrigerator enclosures.
- **KEEP CHILDREN AWAY.** Do not let visitors contact tool or extension cord. All visitors should be kept away from work area.
- **STORE IDLE TOOLS.** When not in use, tools should be stored in dry, and high or locked-up place — out of reach of children.
- **DON'T FORCE TOOL.** It will do the job better and safer at the rate for which it was intended.
- **USE RIGHT TOOL.** Don't force small tool or attachment to do the job of a heavy-duty tool. Don't use tool for purpose not intended.
- **DRESS PROPERLY.** Do not wear loose clothing or jewelry. They can be caught in moving parts. Rubber gloves and non-skid footwear are recommended when working outdoors. Wear protective hair covering to contain long hair.
- **USE SAFETY GLASSES.** Also use face or dust mask if operation is dusty.
- **DON'T ABUSE CORD.** Never carry tool by cord or yank it to disconnect from receptacle. Keep cord from heat, oil, and sharp edges.
- **SECURE WORK.** Use clamps or a vise to hold work. It's safer than using your hand and it frees both hands to operate tool.
- **DON'T OVERREACH.** Keep proper footing and balance at all times.
- **MAINTAIN TOOLS WITH CARE.** Keep tools sharp and clean for better and safer performance. Follow instructions for lubricating and changing accessories. Inspect tool cords periodically and if damaged, have repaired by authorized service facility. Inspect extension cords periodically and replace if damaged. Keep handles dry, clean, and free from oil and grease.
- **DISCONNECT OR LOCK OFF TOOLS** when not in use, before servicing, and when changing accessories, such as blades, bits, cutters.
- **REMOVE ADJUSTING KEYS AND WRENCHES.** Form habit of checking to see that keys and adjusting wrenches are removed from tool before turning it on.

ADDITIONAL SAFETY INSTRUCTIONS

- **AVOID UNINTENTIONAL STARTING.** Don't carry tool with finger on switch. Be sure switch is off when plugging in.
- **EXTENSION CORDS.** Make sure your extension cord is in good condition. When using an extension cord, be sure to use one heavy enough to carry the current your product will draw. An undersized cord will cause a drop in line voltage resulting in loss of power and overheating. The following table shows the correct size to use depending on cord length and nameplate ampere rating. If in doubt, use the next heavier gage. The smaller the gage number, the heavier the cord.

Minimum Gage for Cord Sets

Volts	Total Length of Cord in Feet		
	0-25	26-50	51-100
120V			
240V			
Ampere Rating More Than	AWG		
	Not more Than		
0	6	16	14
6	10	16	14
10	12	16	14
12	16	12	Not Recommended

- **ALWAYS WEAR EYE PROTECTION.**
- Clean your tool out periodically.
- **CAUTION:** Some wood contains preservatives such as copper chromium arsenate (CCA) which can be toxic. When sanding these materials extra care should be taken to avoid inhalation and minimize skin contact.

SAVE THESE INSTRUCTIONS

Motor

Your B&D tool is powered by a B&D built motor. Be sure your power supply agrees with the nameplate marking. Voltage decrease of more than 10% will cause loss of power and overheating. All B&D tools are factory tested; if this tool does not operate, check the power supply.

- **OUTDOOR USE EXTENSION CORDS.** When tool is used outdoors, use only extension cords intended for use outdoors and so marked.
- **STAY ALERT.** Watch what you are doing. Use common sense. Do not operate tool when you are tired.
- **CHECK DAMAGED PARTS.** Before further use of the tool, a guard or other part that is damaged should be carefully checked to determine that it will operate properly and perform its intended function. Check for alignment of moving parts, binding of moving parts, breakage of parts, mounting, and any other conditions that may affect its operation. A guard or other part that is damaged should be properly repaired or replaced by an authorized service center unless otherwise indicated elsewhere in this instruction manual. Have defective switches replaced by authorized service center. Do not use tool if switch does not turn it on and off.

Attaching Abrasive Paper

Your sander is designed to use 1/4 sized sanding sheets. This size paper can be made by:

Cutting full sized (9"-11") sandpaper into 1/4 sheets of 4 1/2" x 5 1/2".

Cutting 1/2 sheet sandpaper into two 4 1/2" x 5 1/2" sheets.

Pre-cut 4 1/2" x 5 1/2" sandpaper is available at extra cost from B&D.

For normal operations, assemble the abrasive paper to your unit as follows:

1. Soften the stiff sandpaper by pulling it over the 90° edge of a table or other straight edge, as shown in Figure 1. Concentrate on softening the edges to be clamped.
2. Release clamp by pulling up on clamp lever and disengaging it from the tab on the base plate. (See Figure 2).
3. Insert the 4 1/2" edge of the abrasive paper under the front paper clamp, as shown in Figure 3 until it hits the paper limiting ribs shown in the figure. Close the front paper clamp and hook it into the lock position behind the tab on the base plate.
4. Stretch paper over backing pad and insert under the opposite clamp in the same way.



Figure 1

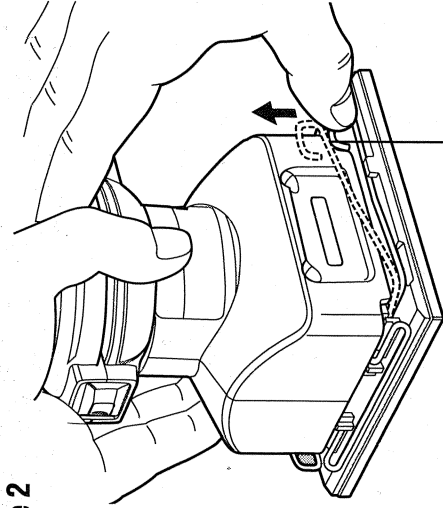
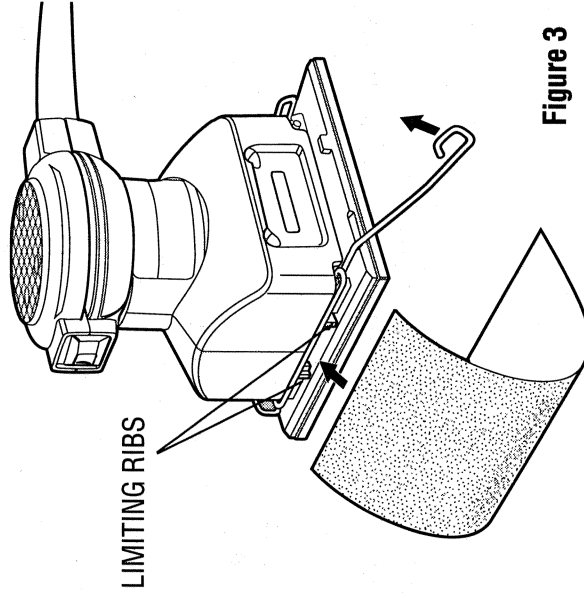


Figure 2

CLAMP LEVER



LIMITING RIBS

Figure 3

TOOL OPERATION

Switch

To turn the unit on, depress the side of the dust protected switch that corresponds to the symbol "I". To turn the tool off, depress the side of the switch that corresponds to the symbol "O". (See Figure 4)

To operate your sander, grasp it as shown in Figure 5 and turn it on. Move it in long, sweeping strokes along the surface being sanded, letting it do the work. Pushing down on the tool while sanding actually slows the removal rate and produces an inferior quality surface. Be sure to check your work often, this sander is capable of removing material rapidly, especially with coarse paper.

Your sander is designed to sand flush on four sides for sanding in corners, and its small size and light weight make it ideal for overhead work.

The orbital action of your sander allows you to sand with the grain or at any angle across the grain for most sanding jobs. On the final sanding step, as discussed below, a better finish will result if you sand only with the grain.

To produce the best finish possible, start with coarse grit sandpaper and change gradually to finer and finer paper. A final sanding with a piece of well worn fine sandpaper will produce a really professional looking finish that in many cases will need no hand sanding at all.

When sanding painted surfaces, you may find that the sandpaper loads up and clogs with paint. A B&D heat gun will work much better to remove paint before sanding. FOLLOW ALL SAFETY INSTRUCTIONS IN HEAT GUN INSTRUCTION MANUAL.

Figure 4

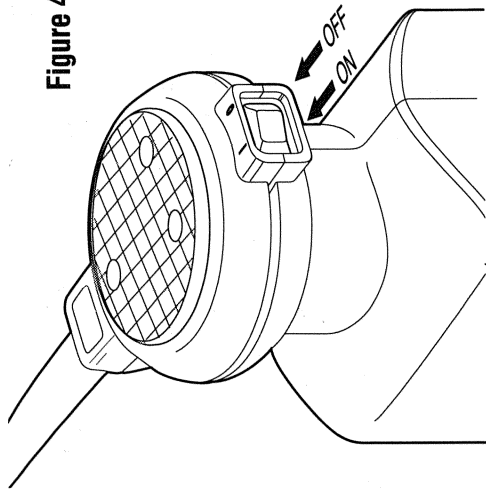
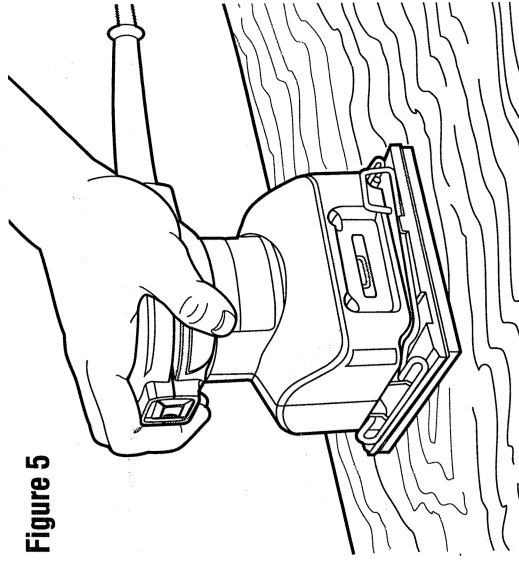


Figure 5



Precautions To Take When Sanding Paint

1. Sanding of lead based paint is NOT RECOMMENDED due to the difficulty of controlling the contaminated dust. The greatest danger of lead poisoning is to children and pregnant women.
2. Since it is difficult to identify whether or not a paint contains lead without a chemical analysis, we recommend the following precautions when sanding any paint:

PERSONAL SAFETY

- a. No children or pregnant women should enter the work area where the paint sanding is being done until all clean up is completed.
- b. A dust mask or respirator should be worn by all persons entering the work area. The filter should be replaced daily or whenever the wearer has difficulty breathing. NOTE: Only those dust masks suitable for working with lead paint dust and fumes should be used. Ordinary painting masks do not offer this protection. See your local hardware dealer for the proper N.I.O.S.H. approved mask.
- c. NO EATING, DRINKING or SMOKING should be done in the work area to prevent ingesting contaminated paint particles. Workers should wash and clean up before eating, drinking or smoking. Articles of food, drink, or smoking should not be left in work area where dust would settle on them.

ENVIRONMENTAL SAFETY

- a. Paint should be removed in such a manner as to minimize the amount of dust generated.
- b. Areas where paint removal is occurring should be sealed with plastic sheeting of 4 mils thickness.
- c. Sanding should be done in a manner to reduce tracking of paint dust outside the work area.

CLEANING AND DISPOSAL

- a. All surfaces in the work area should be vacuumed and thoroughly cleaned daily for the duration of the sanding project. Vacuum filter bags should be changed frequently.
 - b. Plastic drop cloths should be gathered up and disposed of along with any dust chips or other removal debris. They should be placed in sealed refuse receptacles and disposed of through regular trash pick-up procedures.
 - c. All toys, washable furniture and utensils used by children should be washed thoroughly before being used again.
- During clean up, children and pregnant women should be kept away from the immediate work area.

MAINTENANCE

Tool Care

Keep your machine as clean as possible by wiping with a clean cloth and occasionally blowing through with air. Don't use harsh chemicals or solvents to clean the tool. These chemicals could seriously damage the plastic.

Avoid overloading as it will result in a considerable reduction in speed and efficiency and the unit will become hot. In this event, run sander at a "no load" condition for a minute or two. This may be accomplished by holding unit away from work surface and allowing it to run "free speed".

Brush Replacement

TURN OFF TOOL AND DISCONNECT FROM POWER SUPPLY.

To replace the tool brushes, remove the three screws located in the top cap, as shown in Figure 6. Lift off the top cap. Observe the brush holders, as shown in Figure 7 and the wires leading from the brushes to the motor field. Pull the wires from the motor field then lift and hold out of the way one of the brush springs. Remove the old brush from the brush holder and discard the brush/wire assembly. Still holding the brush spring out of the way, insert the new brush, release the spring against the back of the brush and plug the wire into the motor field. Repeat the procedure for the second brush. Replace top cap and tighten the three screws that hold it in place. (Always replace both brushes.)

Lubrication

Self lubricating bearings are used in the tool and periodic relubrication is not required. However, it is recommended that, once a year, you take or send the tool to a B&D service center for a thorough cleaning and inspection.

Figure 6

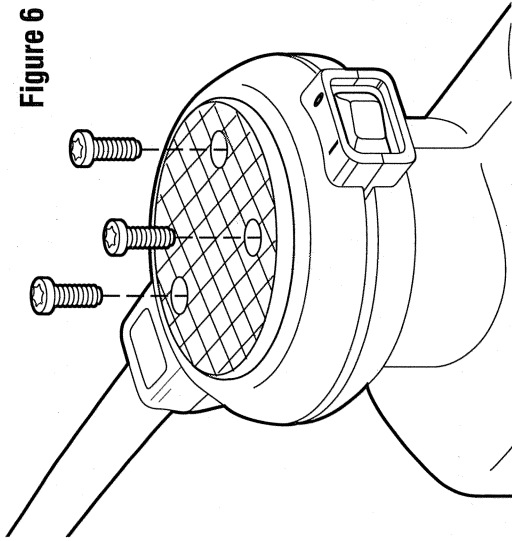
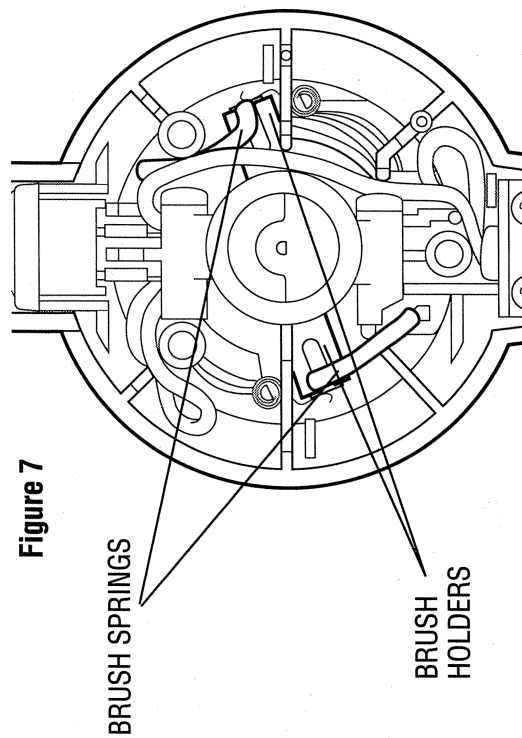


Figure 7



ACCESSORIES

Recommended accessories for use with your tool are available at extra cost from your distributor or your local service center. A complete listing of service centers is included with your tool.

CAUTION: The use of any non-recommended accessory may be hazardous.

If you need any assistance in locating any accessory, call 1-800-9-BD TOOL (1-800-923-8665) or contact Black & Decker, Consumer Services Department, P.O. Box 618, 626 Hanover Pike, Hampstead, MD 21074.

Cat #	Grit	Sheets per pack
74-420	Coarse	6
74-421	Medium	6
74-422	Fine	6
74-423	Assortment	2 coarse/2 medium/ 2 fine

Important

To assure product safety and reliability, repairs, maintenance, and adjustments should be performed by B&D service centers or other qualified service organizations, always using B&D replacement parts.

Every B&D tool is of the highest quality.

If you wish to contact us regarding this product, please call toll free between 8:00am and 8:00pm ET, seven days a week.

1-800-9-BD TOOL

(1-800-923-8665)

One Year Free Maintenance

All B&D tools for Industry and Construction are covered under a service/safety check program where B&D will inspect your tool for safety and provide necessary maintenance or repairs, including normal wear and tear parts, for one year, FREE OF CHARGE.

Full Warranty

All B&D tools for Industry and Construction are warranted to be free of any defects in materials or workmanship. Upon thorough examination of tool, B&D will repair or replace, at our option, any product that is determined to be defective.

Conditions

The service/safety check and the warranty do not apply to: repairs made or attempted by anyone other than an authorized B&D service location; misuse, abuse, neglect, improper application of the tool; missing parts; or normal wear and tear (after first year of ownership). Please return the complete unit, transportation prepaid, to any B&D factory owned or B&D authorized service center location (list provided with tool or see Yellow Pages under "Tools Electric").

YOUR POWER TOOLS MAY BE SERVICED AT THE FOLLOWING B & D SERVICE CENTERS.

ALABAMA: Birmingham 35209, 2412 Green Springs Hwy..... Mobile 36608, 3831 Airport Blvd.....	205-942-0538 205-343-6624	IOWA: Des Moines 50310, 3427 Merle Hay Rd..... KANSAS: Wichita 67213, 155 S. West St.....	515-270-1340 316-943-1271	OHIO (CONT'D) Parma Heights (Cleveland) 44130, 6483 Pearl Road..... Toledo 43607, 3231 Dorr St..... OKLAHOMA: Oklahoma City 73106, 1318 Linwood Blvd..... Tulsa 74145, 3120 S. Sheridan Rd.....	216-842-9100 419-531-8921 405-232-7515 918-622-5666
ALASKA: Anchorage 99518, 910 West International Airport Rd.....	907-563-6664	KENTUCKY: Louisville 40213, 5211 Preston Hwy.....	502-968-7100	OREGON: Portland 97209, 1640 N.W. Johnson St.....	503-228-8631
ARIZONA: Mesa 85202, 535 S. Dobson, Suite 7..... Phoenix 85013, 4501 N. 7th Avenue..... Tucson 85712, 4845 E. Speedway Blvd.....	602-461-1074 602-279-6414 602-323-3388	LOUISIANA: Baton Rouge 70815, 11859 Florida Blvd..... Harvey 70058, 2500 Lapalco Blvd..... Metairie (New Orleans) 70002, 3504 N. Causeway Blvd..... Shreveport 71108, 7710-7714 Jewella Rd.....	504-272-8111 504-366-8676 504-837-2550 318-688-1553	PENNSYLVANIA: Evanston City 16033, 20808 Rt. 19 North..... Harrisburg 17112, 6080 Allentown Blvd..... Lancaster 17601, 118 Keller Ave..... Philadelphia 19103, 333 N. 20th St..... Philadelphia (North) 19115, 9977-81 Bustleton Ave..... Pittsburgh 15232, 5437 Baum Blvd..... Whitehall (Allentown) 18052, 2242 MacArthur Rd..... Wilkes-Barre 18702, 759 Kidder Street.....	410-485-5550 410-666-5966 410-647-8456 301-779-3808
ARIZONA: Little Rock 72201, 519 W. Seventh St.....	501-372-3040	MARYLAND: Baltimore (East) 21205, 4712 Erdman Ave..... Baltimore (North) 21030, 29-31 Cranbrook Rd., Cockeysville..... Baltimore (South) 21122, 8220 Ritchie Hwy., Pasadena..... Colmar Manor 20722, 4153 Bladensburg Rd.....	410-485-5550 410-666-5966 410-647-8456 301-779-3808	PUERTO RICO: Puerto Nuevo.....	809-783-3535
CALIFORNIA: Anaheim 92806, 540 South State College Blvd..... Chula Vista 91910, 309 Broadway..... Concord 94520, 1500 Monument Blvd., #C2..... Fresno 93710, 5412 North Blackstone Ave..... Long Beach 90805, 2011 South St..... Los Angeles 90040, 4820 South Eastern Ave., Suite "L"..... Los Angeles 90066, 6215 Magnolia Ave., Suite "B"..... Riverside 92506, 2033 Fulton Ave..... Sacramento 95825, 9270 Clairmont Mesa Blvd..... San Diego 92123, 9270 Clairmont Mesa Blvd..... San Jose 95128, 1185 So. Bascom Ave..... San Leandro 94578, 15206 E. 14th St..... Van Nuys 91411, 14920 Victory Blvd.....	714-772-4050 619-420-6350 910-682-4880 209-435-0810 310-422-5825 213-720-1834 909-787-9700 916-279-2011 408-293-7350 510-276-1610 818-787-5531	MICHIGAN: Grand Rapids 49512, 3040 28th St., S.E..... Lansing 48917, 3203 W. Saginaw Hwy..... Warren 48093, 27035 Van Dyke Blvd..... Westland (Detroit) 48185, 8067 North Wayne Rd.....	616-949-8331 517-323-4181 313-756-6711 313-427-1520	RHODE ISLAND: See Seekonk, MA	
COLORADO: Denver 80219, 1171 S. Federal Blvd.....	303-922-8325	MINNESOTA: Bloomington (Minneapolis-St. Paul) 55420, 9517 Lyndale Ave., S.....	612-884-9191	TENNESSEE: Chattanooga 37421, 6231 Perimeter Drive, Space E..... Knoxville 37917, 4118 N. Broadway..... Memphis 38116, 1085 East Brooks Rd..... Nashville 37211, 4811 Nolensville Rd.....	615-894-5957 615-688-0921 901-332-3444 615-833-8277
CONNECTICUT: Orange 06477, 481 Boston Post Rd..... Wethersfield (Hartford) 06109, 662 Silius Dean Hwy.....	203-795-3583 203-563-5600	MISSOURI: Kansas City 64111, 4324 Main St..... St. Ann (North St. Louis) 63074, 3637 North Lindbergh Blvd..... St. Louis 63131, 12852 Manchester Rd.....	816-531-0629 314-739-4661 314-821-8740	TEXAS: Amarillo 79106, 3008 West 6th Ave..... Austin 78757, 6549 Burnet Rd..... Dallas 75229, 2257 Royal Ln..... El Paso 79915, 6822 Gateway, East..... Fort Worth 76111, 721 North Beach St..... Garland 75043, 718 W. Centerville Rd..... Houston 77022, 536 E. Tidwell Rd..... Houston (S.W.) 77025, 9319 Stella Link Blvd..... San Antonio 78201, 500 Culebra Ave..... Wabster 77598, 100 East Nasa Rd. One.....	806-373-1531 512-459-1133 214-620-6655 915-778-9769 817-831-3828 214-686-9302 713-692-7111 713-684-3666 210-732-1221 713-338-4556
DISTRICT OF COLUMBIA: Washington		NEBRASKA: Omaha 68127, 4225 S. 84th St.....	402-592-5666	UTAH: Salt Lake City 84115, 1541 S. Third West St.....	801-486-5828
FLORIDA: Ft. Lauderdale 33334, 799 E. Oakland Pk. Blvd..... Ft. Myers 33907, 5224 Bank Street..... Jacksonville 32205, 920 Cassat Ave..... Miami (North) 33168, 13345 N.W. Seventh Ave..... Miami (South) 33156, 12233 So. Dixie Hwy..... Orlando 32803, 3807 E. Colonial Dr..... St. Petersburg 33709, 5635 49th St., N..... Tampa 33609, 3432 W. Kennedy Blvd..... West Palm Beach 33415, 310 South Military Trail.....	305-566-5102 813-278-1188 904-781-2253 305-681-6658 305-232-9497 407-894-7011 813-525-0273 813-872-8317 407-689-3247	NEVADA: Las Vegas 89104, 3411 East Charleston Blvd.....	702-641-6555	VIRGINIA: Falls Church 22046, 344 W. Broad St..... Hampton 23666, 3416 W. Mercury Blvd..... Norfolk 23513, 7631 Sewalls Point Rd..... Richmond 23222, 1424 Chamberlayne Ave.....	703-533-7313 804-826-9382 804-480-3333 804-649-9245
GEORGIA: Atlanta (South) 30349, 5330 Old National Hwy..... Smyrna 30080, 2550 Cobb Pkwy..... Stone Mountain (Atlanta) 30086, 5723 Memorial Dr.....	404-762-8844 404-956-0869 404-282-4714	NEW JERSEY: Cherry Hill 08034, 1444 E. Marlton Pike/Rte. 70..... Little Falls 07424, 1169 U.S. Highway 46..... Union (Scotch Plains) 07076, 2520 Route #22 East.....	609-429-2822 201-256-8973 908-233-5665	WASHINGTON: Seattle 98108, 421 S. Michigan St..... Spokane 99208, N. 7011 Division St..... Tacoma 98409, 2602 S. 38th St.....	206-763-2010 509-467-8190 206-473-6040
HAWAII: Honolulu 96819, 330 Sand Island Access Road.....	808-847-7447	NEW MEXICO: Albuquerque 87110, 5617 Mennaul Blvd., N.E.....	505-984-1002	WEST VIRGINIA: Charleston 25312, 1636 Sixth Ave.....	304-343-0289
ILLINOIS: Des Plaines (Chicago) 60018, 1277 South Elmhurst Rd..... Lincolnwood (Chicago) 60466, 6710 N. Crawford Ave..... Lisle (West Chicago) 60532, 2950 Ogden Ave., Unit H..... Moline 61265, 4433 23rd Ave..... Oak Lawn (Chicago) 60453, 6343 W. 95th St..... Waukegan 60085, 39 S. Greenbay Rd.....	708-364-5220 708-673-0923 708-717-1075 309-762-3000 708-423-7212 708-249-4390	NEW YORK: Buffalo 14209, 881 W. Delavan Ave..... Centerarch L.I. 11720, 2061-63 Middle Country Rd..... Elmhurst (New York) 11373, 77-20 Queens Blvd..... Latham (Albany) 12110, 836 Troy-Schenectady Rd..... Rochester 14623, 2969 W. Henrietta Rd..... Syracuse 13214, 3485 Erie Blvd., East..... Westbury L.I. (New York) 11590, 1061 Old Country Rd.....	716-884-6220 516-737-4706 718-335-1042 518-785-1867 716-424-1310 315-446-3086 516-997-6140	WISCONSIN: Milwaukee (Wauwatosa) 53226, 10424 West Bluemound Rd.....	414-453-4240
INDIANA: Evansville 47710, 307 First Ave., Crescent Ctr..... Hammond 46323, 7103 Kennedy Ave..... Indianapolis 46224, 5999 Crawfordsville Rd.....	812-425-4269 219-845-5100 317-243-8308	OHIO: Cincinnati 45241, 2310 E. Sharon Rd..... Columbus 43227, 3975 E. Livingston Ave..... Dayton 45409, 2898 S. Dixie Dr..... Mayfield Heights (East Cleveland) 44124, 5881 Mayfield Rd.....	513-772-3111 614-237-0461 513-298-1951 216-449-2770		



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