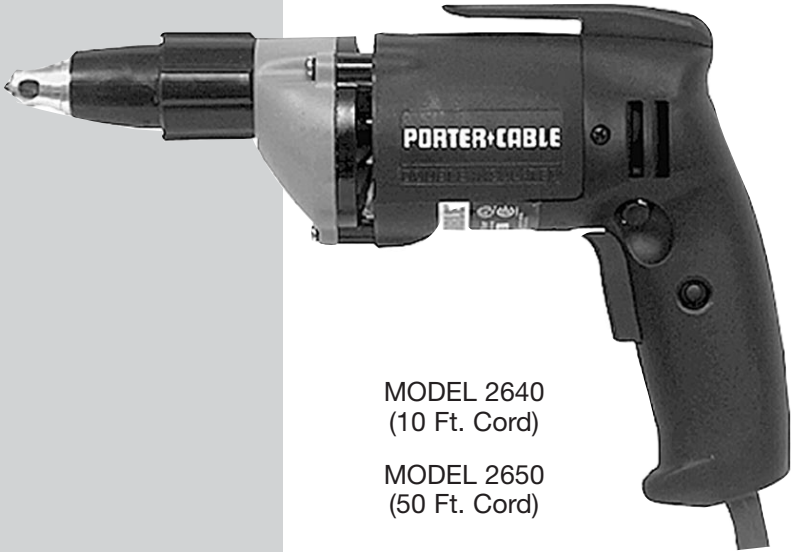


## Instruction manual

## Double Insulated Drywall Screwdrivers



MODEL 2640  
(10 Ft. Cord)

MODEL 2650  
(50 Ft. Cord)

To learn more about Porter-Cable  
visit our website at:

<http://www.porter-cable.com>

**PORTER-CABLE**  
PROFESSIONAL POWER TOOLS

### **IMPORTANT**

*Please make certain that the person who is to use this equipment carefully reads and understands these instructions before starting operations.*


The Model and Serial No. plate is located on the main housing of the tool. Record these numbers in the spaces below and retain for future reference.


Model No. \_\_\_\_\_

Type \_\_\_\_\_

Serial No. \_\_\_\_\_

# IMPORTANT SAFETY INSTRUCTIONS

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

 **WARNING: SOME DUST CREATED BY POWER SANDING, SAWING, GRINDING, DRILLING, AND OTHER CONSTRUCTION ACTIVITIES** contains chemicals known to cause cancer, birth defects or other reproductive harm. Some examples of these chemicals are:

- lead from lead-based paints,
- crystalline silica from bricks and cement and other masonry products, and
- arsenic and chromium from chemically-treated lumber.

Your risk from these exposures varies, depending on how often you do this type of work. To reduce your exposure to these chemicals: work in a well ventilated area, and work with approved safety equipment, such as those dust masks that are specially designed to filter out microscopic particles.

## READ AND FOLLOW ALL INSTRUCTIONS.

There are certain applications for which this tool was designed. Porter-Cable strongly recommends that this tool NOT be modified and/or used for any application other than for which it was designed. If you have any questions relative to its application DO NOT use the tool until you have written Porter-Cable and we have advised you.

Technical Service Manager  
Porter-Cable Corporation  
4825 Highway 45 North  
Jackson, TN 38305

**POLARIZED PLUGS:** To reduce the risk of electric shock, this equipment has a polarized plug (one blade is wider than the other). This plug will fit in a polarized outlet only one way. If the plug does not fit fully in 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.

- 1. KEEP WORK AREA CLEAN.** Cluttered areas and benches invite injuries.
- 2. AVOID DANGEROUS ENVIRONMENT.** Don't expose power tools to rain. Don't use power tools in damp or wet locations. Keep area well lit. Avoid chemical or corrosive environment. Do not use tool in presence of flammable liquids or gases.
- 3. GUARD AGAINST ELECTRIC SHOCK.** Prevent body contact with grounded surfaces. For example: pipes, radiators, ranges, refrigerator enclosures.
- 4. KEEP CHILDREN AWAY.** Do not let visitors contact tool or extension cord. All visitors should be kept away from work area.
- 5. STORE IDLE TOOLS.** When not in use, tools should be stored in dry, and high or locked-up place – out of reach of children.
- 6. DON'T FORCE TOOL.** It will do the job better and safer at the rate for which it was intended.
- 7. 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 – for example – do not use a circular saw for cutting tree limbs or logs.
- 8. DRESS PROPERLY.** Do not wear loose clothing or jewelry. Loose clothing, draw strings and jewelry 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.

**9. USE SAFETY GLASSES.** Wear safety glasses or goggles while operating power tools. Also face or dust mask if operation creates dust. All persons in the area where power tools are being operated should also wear safety glasses and face or dust mask.

**10. DON'T ABUSE CORD.** Never carry tool by cord or yank it to disconnect from receptacle. Keep cord from heat, oil, and sharp edges. Have damaged or worn power cord and strain reliever replaced immediately. **DO NOT ATTEMPT TO REPAIR POWER CORD.**

**11. 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.

**12. DON'T OVERREACH.** Keep proper footing and balance at all times.

**13. 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. Have all worn, broken or lost parts replaced immediately. Keep handles dry, clean and free from oil and grease.

**14. DISCONNECT TOOLS** when not in use, before servicing, and when changing accessories such as blades, bits, cutters, etc.

**15. REMOVE ADJUSTING KEYS AND WRENCHES.** Form habit of checking to see that keys and adjusting wrenches are removed from the tool before turning it on.

**16. AVOID UNINTENTIONAL STARTING.** Do not carry a plugged-in tool with finger on switch. Be sure switch is off when plugging in. Keep hands, body and clothing clear of blades, bits, cutters, etc. when plugging in the tool.

**17. OUTDOOR USE EXTENSION CORDS.** When tool is used outdoors, use only extension cords marked "Suitable for use with outdoor appliances – store indoors when not in use."

**18. STAY ALERT.** Watch what you are doing. Use common sense. Do not operate tool when you are tired or while under the influence of medication, alcohol or drugs.

**19. 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.

**20. WEAR EAR PROTECTION** to safeguard against possible hearing loss.

SAVE THESE INSTRUCTIONS

## REPLACEMENT PARTS

When servicing use only identical replacement parts.

## ADDITIONAL SAFETY RULES FOR SCREWDRIVERS

**1. VERIFY** direction of rotation of screwdriver is correct for operation to be performed before starting tool.

**2. DO NOT** attempt to change direction of rotation while switch is "ON". To do so may damage interlock feature built into switch. Be sure switch is "OFF" and motor has completely stopped.

### 3. SOME WOOD CONTAINS PRESERVATIVES WHICH CAN BE TOXIC.

Take extra care to prevent inhalation and skin contact when working with these materials. Request, and follow, any safety information available from your material supplier.

## MOTOR

Many Porter-Cable tools will operate on either D.C., or single phase 25 to 60 cycle A.C. current and voltage within plus or minus 5 percent of that shown on the specification plate on the tool. Several models, however, are designed for A.C. current only. Refer to the specification plate on your tool for proper voltage and current rating.

**CAUTION:** Do not operate your tool on a current on which the voltage is not within correct limits. Do not operate tools rated A.C. only on D.C. current. To do so may seriously damage the tool.

## EXTENSION CORD SELECTION

If an extension cord is used, make sure the conductor size is large enough to prevent excessive voltage drop which will cause loss of power and possible motor damage. A table of recommended extension cord sizes will be found in this section. This table is based on limiting line voltage drop to 5 volts (10 volts for 230 volts) at 150% of rated amperes.

If an extension cord is to be used outdoors it must be marked with the suffix W-A following the cord type designation. For example – SJTW-A to indicate it is acceptable for outdoor use.

RECOMMENDED EXTENSION CORD SIZES FOR USE WITH PORTABLE ELECTRIC TOOLS

		Length of Cord in Feet									
		115V	25 Ft.	50 Ft.	100 Ft.	150 Ft.	200 Ft.	250 Ft.	300 Ft.	400 Ft.	500 Ft.
Nameplate Ampere Rating	230V	50 Ft.	100 Ft.	200 Ft.	300 Ft.	400 Ft.	500 Ft.	600 Ft.	800 Ft.	1000 Ft.	
	0-2	18	18	18	16	16	14	14	12	10	10
	2-3	18	18	16	14	14	12	12	10	10	8
	3-4	18	18	16	14	12	12	10	10	8	8
	4-5	18	18	14	12	12	10	10	8	8	6
	5-6	18	16	14	12	10	10	8	6	6	6
	6-8	18	16	12	10	10	8	6	6	4	4
	8-10	18	14	12	10	8	8	6	6	4	4
	10-12	16	14	10	8	8	6	6	4	4	2
	12-14	16	12	10	8	6	6	4	4	2	2
	14-16	16	12	10	8	6	6	4	4	2	2
	16-18	14	12	8	8	6	4	4	2	2	2
	18-20	14	12	8	6	6	4	4	2	2	2

## OPERATING INSTRUCTIONS

### FOREWORD

Model 2640 and 2650 Screwdrivers are designed to install or remove all commercially available drywall screws.

### TO START AND STOP SCREWDRIVER

**CAUTION:** MAKE SURE SWITCH IS OFF BEFORE CONNECTING TOOL TO POWER CIRCUIT.

1. Make sure power circuit voltage is the same as that shown on the specification plate of screwdriver. Connect screwdriver to power circuit.

2. Squeeze trigger switch (A) Fig. 1, to start motor, as the trigger switch is squeezed, the driver speed increases. The screwdriver bit will not rotate until engaged in a fastener and forward pressure is applied to the tool. To stop motor, release trigger switch.

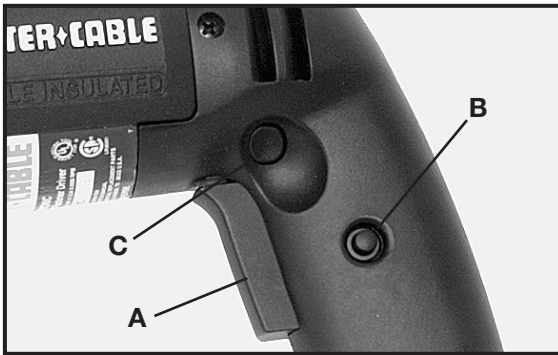


Fig. 1

3. LOCK BUTTON – A lock button (B) Fig. 1, is provided to keep motor running without holding the trigger switch ON.

TO LOCK the trigger switch ON, squeeze the trigger as far as it will go, push in lock button and release trigger.

TO UNLOCK lock button, squeeze trigger and release, leaving lock button free to spring out.

4. DIRECTION OF ROTATION – Porter-Cable screwdrivers will rotate either in a clockwise direction for driving fasteners with a right hand thread, or a counter clockwise direction for removing fasteners with a right hand thread. To determine rotation, stop the motor by releasing the trigger switch and move the reversing lever (C) Fig. 1, in the direction marked “reverse” for counterclockwise rotation, or in the opposite direction for clockwise rotation.

## TO CHANGE BIT HOLDERS

1. **CAUTION: DISCONNECT SCREWDRIVER FROM POWER CIRCUIT.**

2. While holding locking collar (A) Fig. 2, forward away from power unit, unscrew depth stop assembly and remove.

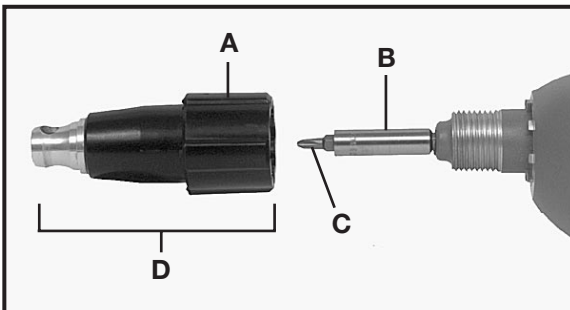


Fig. 2

3. Pull bit holder (B) Fig. 2, with bit straight out. If it is difficult to remove, grip with pliers and pull. **NOTE:** Bit (C) Fig. 2, may be removed from bit holder by pulling straight out.
4. Push new bit holder in spindle until ball in spindle snaps in groove in bit holder.
5. Screw on depth stop assembly (D) Fig. 2, and readjust (see TO ADJUST DEPTH STOP).

## TO ADJUST DEPTH STOP

1. While holding locking collar (A) Fig. 3, forward away from power unit turn depth stop assembly until end of bit extends  $\frac{3}{32}$ " beyond end of depth stop. Do not push in on bit as this will engage internal drive.

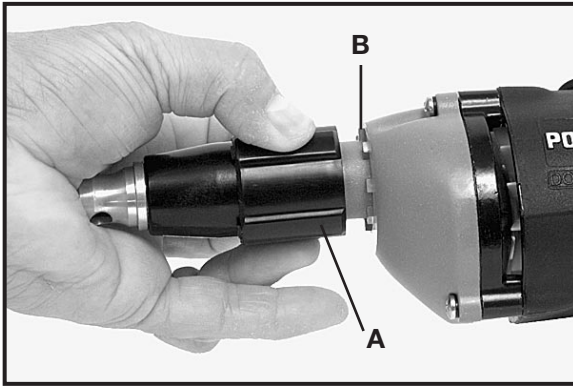


Fig. 3

2. Release locking collar being sure notches engage projections (B) Fig. 3, on gear housing.
3. Drive a test fastener in a piece of scrap material identical to that to be used. Examine results of drive and make additional depth stop adjustment if required as follows:
  - (a) To increase depth of drive, repeat STEP 1 and turn depth stop so that end of bit extends further from end of depth stop.
  - (b) To decrease depth of drive, repeat STEP 1 and turn depth stop so that end of bit is closer to end of depth stop.

Each  $\frac{1}{4}$  turn of the depth stop results in  $\frac{1}{64}$ " change in depth of drive.

4. Repeat STEPS 2 and 3 until desired result is obtained.

## DRIVING DRYWALL SCREWS

1. Install drywall bit and bit holder to screwdriver.
2. Set screwdriver for correct rotation.
3. Start screwdriver and place drywall screw on bit.

**CAUTION:** DO NOT EXERT PRESSURE ON SCREW WHILE DOING THIS.

4. Place end of screw in desired location and remove fingers.

5. Apply forward pressure to drive screw until depth stop rests on the surface of the work. The depth stop should be adjusted so that the fastener head is sunk below the surface of the wallboard without cutting into the finished face.

## **TO REMOVE SCREWS**

1. Install proper bit that fits screw.
2. Set screwdriver for reverse rotation.
3. Start screwdriver and place bit in screw.
4. Exert forward pressure to remove screw.

# **MAINTENANCE**

## **KEEP TOOL CLEAN**

Periodically blow out all air passages with dry, compressed air. All plastic parts should be cleaned with soft damp cloth. NEVER use solvents, to clean plastic parts. They could possibly dissolve or otherwise damage the material.

**CAUTION:** Wear safety glasses while performing this operation.

## **FAILURE TO START**

Should your tool fail to start, check to make sure the prongs on the cord plug are making good contact in the outlet. Also, check for blown fuses or open circuit breakers in the line.

## **BRUSH INSPECTION AND LUBRICATION**

For your continued safety and electrical protection, brush inspection and replacement on this tool should ONLY be performed by an AUTHORIZED PORTER-CABLE SERVICE STATION or a PORTER-CABLE SERVICE CENTER.

At approximately 100 hours of use, take or send your tool to your nearest Authorized Porter-Cable Service Station to be thoroughly cleaned and inspected; worn parts replaced, when necessary; relubricated with fresh lubricant, if required; reassembled with new brushes; and performance tested.

Any loss of power before the above maintenance check may indicate the need for immediate servicing of your tool. DO NOT CONTINUE TO OPERATE TOOL UNDER THIS CONDITION. If proper operating voltage is present, return your tool to the Service Station for immediate service.


## **SERVICE AND REPAIRS**

All quality tools will eventually require servicing or replacement of parts due to wear from normal use. These operations, including brush inspection and replacement, should ONLY be performed by either an AUTHORIZED PORTER-CABLE SERVICE STATION or a PORTER-CABLE SERVICE CENTER. All repairs made by these agencies are fully guaranteed against defective material and workmanship. We cannot guarantee repairs made or attempted by anyone other than these agencies.

Should you have any questions about your tool, feel free to write us at any time. In any communications, please give all information shown on the nameplate of your tool (model number, type, serial number, etc.).

## ACCESSORIES

The testing of this tool has been accomplished with the following accessories. For safest operation, it is recommended that only these accessories be used with the product.

 **WARNING:** Since accessories other than those listed have not been tested with this product, use of such accessories could be hazardous.



**No. 44840** – Magnetic Bit Holder



**No. 54583** – No. 2 Phillips Limited  
Clearance Insert Bit

## PORTER-CABLE LIMITED ONE YEAR WARRANTY

Porter-Cable warrants its Professional Power Tools for a period of one year from the date of original purchase. We will repair or replace at our option, any part or parts of the product and accessories covered under this warranty which, after examination, proves to be defective in workmanship or material during the warranty period. For repair or replacement return the complete tool or accessory, transportation prepaid, to your nearest Porter-Cable Service Center or Authorized Service Station. Proof of purchase may be required. This warranty does not apply to repair or replacement required due to misuse, abuse, normal wear and tear or repairs attempted or made by other than our Service Centers or Authorized Service Stations.

ANY IMPLIED WARRANTY, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WILL LAST ONLY FOR ONE (1) YEAR FROM THE DATE OF PURCHASE.

To obtain information on warranty performance please write to: PORTER-CABLE CORPORATION, 4825 Highway 45 North, Jackson, Tennessee 38305; Attention: Product Service. THE FOREGOING OBLIGATION IS PORTER-CABLE'S SOLE LIABILITY UNDER THIS OR ANY IMPLIED WARRANTY AND UNDER NO CIRCUMSTANCES SHALL PORTER-CABLE BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES. Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

This warranty gives you specific legal rights and you may also have other legal rights which vary from state to state.



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**Parts and Repair Service for Porter-Cable • Delta Power Tools are Available at These Locations  
(Obtenga Refaccion de Partes o Servicio para su Herramienta en los Siguietes Centros de Porter-Cable • Delta)  
(Locations où vous trouverez les pièces de rechange nécessaires ainsi qu'un service d'entretien)**

## ARIZONA

Tempe 85282 (Phoenix)  
2400 West Southern Avenue  
Suite 105  
Phone: (602) 437-1200  
Fax: (602) 437-2200

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Ontario 91761 (Los Angeles)  
3949A East Guasti Road  
Phone: (909) 390-5555  
Fax: (909) 390-5554

San Leandro 94577 (Oakland)  
3039 Teagarden Street  
Phone: (510) 357-9762  
Fax: (510) 357-7939

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4343 South State Rd. 7 (441)  
Unit #107  
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Fax: (954) 321-6638

Tampa 33609  
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Phone: (813) 877-9585  
Fax: (813) 289-7948

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5442 Frontage Road, Suite 112  
Phone: (404) 608-0006  
Fax: (404) 608-1123

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Fax: (630) 628-0023

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Phone: (781) 848-9810  
Fax: (781) 848-6759

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Franklin Industrial Park  
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Fax: (508) 528-8089

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30475 Stephenson Highway  
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Fax: (248) 597-5004

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Fax: (763) 561-0653

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Fax: (816) 221-2897

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Fax: (314) 968-2790

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175-25 Horace Harding Expwy.  
Phone: (718) 225-2040  
Fax: (718) 423-9619

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9129 Monroe Road, Suite 115  
Phone: (704) 841-1176  
Fax: (704) 708-4625

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4560 Indianola Avenue  
Phone: (614) 263-0929  
Fax: (614) 263-1238

## OHIO

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8001 Sweet Valley Drive Unit #19  
Phone: (216) 447-9030  
Fax: (216) 447-3097

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4916 NE 122 nd Ave.  
Phone: (503) 252-0107  
Fax: (503) 252-2123

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Fax: (215) 658-1433

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1300 Interstate 35 N, Suite 112  
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Fax: (972) 446-8157

## TEXAS

Houston 77055  
West 10 Business Center  
1008 Wirt Road, Suite 120  
Phone: (713) 682-0334  
Fax: (713) 682-4867

## WASHINGTON

Renton 98055 (Seattle)  
268 Southwest 43rd Street  
Phone: (425) 251-6680  
Fax: (425) 251-9337

Authorized Service Stations are located in many large cities. Telephone **800-487-8665** or **901-541-6042** for assistance locating one. Parts and accessories for Porter-Cable • Delta products should be obtained by contacting any Porter-Cable • Delta Distributor, Authorized Service Center, or Porter-Cable • Delta Factory Service Center. If you do not have access to any of these, call **888-848-5175** and you will be directed to the nearest Porter-Cable • Delta Factory Service Center. Las Estaciones de Servicio Autorizadas están ubicadas en muchas grandes ciudades. Llame al **800-487-8665** ó al **901-541-6042** para obtener asistencia a fin de localizar una. Las piezas y los accesorios para los productos Porter-Cable • Delta deben obtenerse poniéndose en contacto con cualquier distribuidor Porter-Cable • Delta, Centro de Servicio Autorizado o Centro de Servicio de Fábrica Porter-Cable • Delta. Si no tiene acceso a ninguna de estas opciones, llame al **888-848-5175** y le dirijirán al Centro de Servicio de Fábrica Porter-Cable • Delta más cercano. Des centres de service agréés sont situés dans beaucoup de grandes villes. Appelez au **800-487-8665** ou au **901-541-6042** pour obtenir de l'aide pour en repérer un. Pour obtenir des pièces et accessoires pour les produits Porter-Cable • Delta, s'adresser à tout distributeur Porter-Cable • Delta, centre de service agréé ou centre de service d'usine Porter-Cable • Delta. Si vous n'avez accès à aucun de ces centres, appeler le **888-848-5175** et on vous dirigera vers le centre de service d'usine Porter-Cable • Delta le plus proche.

## CANADIAN PORTER-CABLE • DELTA SERVICE CENTERS

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Bay 6, 2520-23rd St. N.E.  
Calgary, Alberta  
T2E 8L2  
Phone: (403) 735-6166  
Fax: (403) 735-6144

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8520 Baxter Place  
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V5A 4T8  
Phone: (604) 420-0102  
Fax: (604) 420-3522

### MANITOBA

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Winnipeg, Manitoba  
R3H 0H2  
Phone: (204) 633-9259  
Fax: (204) 632-1976

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505 Southgate Drive  
Guelph, Ontario  
N1H 6M7  
Phone: (519) 836-2840  
Fax: (519) 767-4131

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1515 Ave.  
St-Jean Baptiste,  
Québec, Québec  
G2E 5E2  
Phone: (418) 877-7112  
Fax: (418) 877-7123

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