

MAINTENANCE KIT INSTRUCTIONS

HP LJ 4345, M4345

CONTENTS: fuser, transfer roller, Tray 1 pickup roller, and 8 feed/separation rollers.

FUSER REPLACEMENT:

1. **Remove output bin asm and duplexer/duplex unit cover.** Remove the output bin assembly by pulling it away from the printer until it stops, and then lifting slightly to disengage the rails (Fig. A shows it partially pulled out). Repeat this procedure to remove the duplexer (if there is no duplexer, remove the duplexing-unit cover [b in Fig. A]).
2. **Remove fuser entrance guide** Remove the black plastic fuser entrance guide (c in Fig. A) by flexing it just enough to disengage the rear hinge pin (on your left), then rotating that end toward you and sliding the guide to the left to disengage the front hinge pin (on your right).
3. **Remove fuser.** Now you can remove the fuser by pressing up on the blue retaining clips and pulling the fuser toward you.

Reverse these steps to install the new fuser.

TRAY 1 PICKUP ROLLER REPLACEMENT

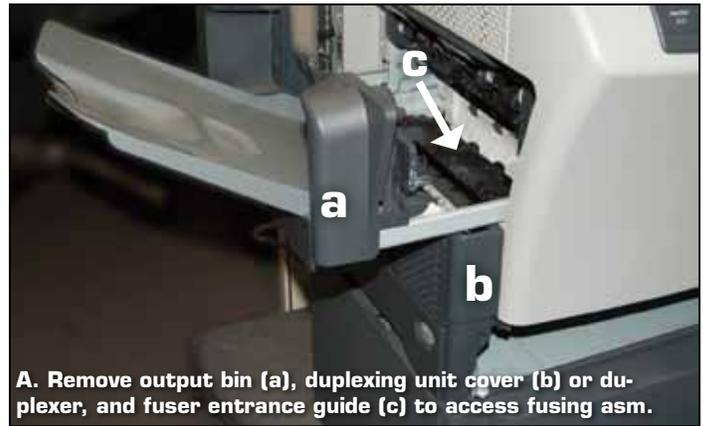
1. If there is an envelope feeder installed, remove it. If not, open Tray 1 and remove the long plastic filler panel just above the pickup roller (Fig. B). Release the two locking tabs on the pickup roller frame by spreading them away from the roller, and then pull the roller forward to remove it. The new roller just snaps into place.

FEED/SEPARATION ROLLER REPLACEMENT (8 provided, two per cassette for up to 4 cassettes):

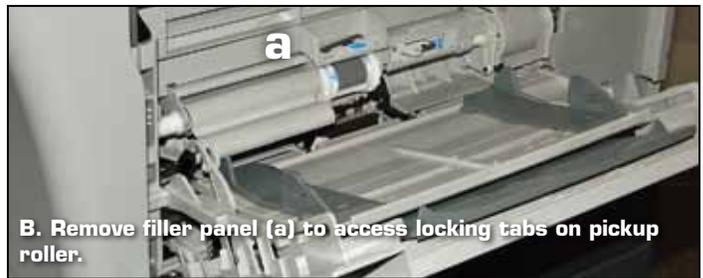
1. **Feed roller.** Remove the cassette and look into the cavity. You should see two rollers in the upper right area: the pickup roller with a white hub and the feed roller with a blue hub (Fig. C). Only the feed roller is replaced. Squeeze the retaining tab at the front and pull the roller off the shaft. Push the new roller onto the shaft until it snaps into place.
2. **Separation roller.** To access the separation roller, open the jam access door on the right side (Fig. D). Remove and replace it like the feed roller.

TRANSFER ROLLER REPLACEMENT:

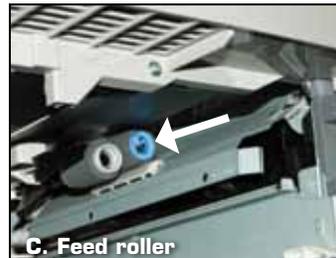
1. **Remove toner cartridge.** Open the front door of the printer and remove the toner cartridge. Cover it or put it in a dark place.
2. **Remove transfer roller** Use the blue plastic transfer roller removal tool (included with the roller) or a screwdriver to hook the left end of the transfer roller shaft (just right of the gear, Fig. E) and pull up on it to release it. Then slide the entire roller to the left to release the other end.
3. **Install new transfer roller.** *CAUTION: Do not touch the*



A. Remove output bin (a), duplexing unit cover (b) or duplexer, and fuser entrance guide (c) to access fusing asm.



B. Remove filler panel (a) to access locking tabs on pickup roller.



C. Feed roller



D. Separation roller



E. Transfer Roller removal: lift up with blue hook at arrow



F. Transfer Roller: collar points down when installed.

black rubber part of the new transfer roller with your bare hands – handle by the ends only or wear rubber gloves. To install the new roller, seat the right end first, then push down on the left end to lock it into place. Make sure that the plastic collar on the left end has its open end facing downward (Fig. F).

RESETTING MAINTENANCE COUNT

1. **4345:** Power on the printer and watch the display. As soon as the memory count begins, press and hold the “6” button until all lights are on, then release it. The display should show “Select Language.” Now use the “3” (up arrow) or “9” (down arrow) button to scroll to “New Maintenance Kit” and then press “6” to select it.
2. **M4345:** Using the touch screen, scroll down to “Administration” and select it. Then scroll down to “Resets” and select it. Then scroll down to “Reset Supplies” and select it. Finally, select “New Maintenance Kit.”