

Three overlapping circles in shades of blue, with the leftmost circle being the darkest and the rightmost being the lightest.

Product Safety Guide

ADS-2100 and ADS-2600W

Brother Industries, Ltd.

15-1, Naeshiro-cho, Mizuho-ku, Nagoya 467-8561, Japan

Please read this booklet before attempting to operate the machine, or before attempting any maintenance. Failure to follow these instructions may result in an increased risk of fire, electrical shock, burns or suffocation. Brother shall not be liable for damage caused where the product owner has failed to follow instructions set out in this guide.

How to use this guide:

- 1 Read the whole guide before using your machine and keep it for later reference.
- 2 Carefully follow the instructions set out in this guide and always ensure that you follow all warnings and instructions marked on the product.
- 3 If you have concerns about how to use your machine having read this guide, please refer to your local Brother dealer or Brother Customer Service.
- 4 To ensure you understand all of the instructions, study the Symbols and Conventions used in the documentation below.

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

WARNING




WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.


CAUTION


CAUTION indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.


Important

IMPORTANT indicates a potentially hazardous situation which, if not avoided, may result in damage to property or loss of product functionality.

-  Prohibition icons indicate actions that must not be performed.
-  This icon indicates that flammable sprays may not be used.
-  This icon indicates that organic solvents such as alcohol and liquids may not be used.

 Electrical Hazard icons alert you to possible electrical shocks.

 Fire Hazard icons alert you to the possibility of fire.

 Notes tell you how you should respond to a situation that may arise or give tips about how the operation works with other features.

Bold Bold typeface identifies specific buttons on the machine's control panel, or on the computer screen.

Italics Italicized typeface emphasizes an important point or refers you to a related topic.

Courier New Text in the Courier New font identifies messages on the LCD of the machine.

Follow all warnings and instructions marked on the machine.

Note

The illustrations in this guide show the ADS-2100.

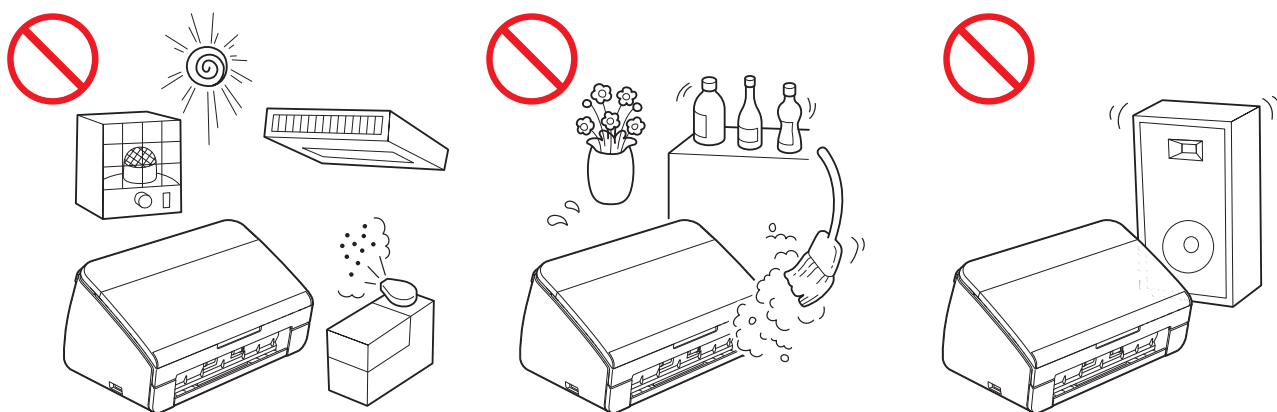
Compilation and Publication Notice

This manual has been compiled and published to provide the latest product safety information at the time of publication. The information contained in this manual may be subject to change.

For the latest manual, please visit us at <http://solutions.brother.com/>.

Choose a safe location for your machine

Put your machine on a flat, stable surface that is free from shocks and vibrations, such as a desk. Put the machine near a standard grounded electrical socket. Choose a dry, well ventilated location where the temperature remains between 5 °C and 35 °C.



WARNING



DO NOT expose the machine to direct sunlight, excessive heat, open flames, corrosive gasses, moisture or dust. DO NOT place your machine on a carpet or rug, as this will expose it to dust. Doing so may create a risk of an electrical short or fire. It may also damage the machine and/or render it inoperable.



DO NOT place the machine near radiators, heaters, air conditioners, water, chemicals or devices that contain magnets or generate magnetic fields. Doing so may create the risk of a short circuit or fire should water come into contact with the machine (including condensation from heating, air conditioning, and/or ventilation equipment that may be sufficient to create a short circuit or fire).



DO NOT place the product near chemicals or in a place where chemical spillage could occur. In particular, organic solvents or liquids may cause the casing and/or cables to melt or dissolve, risking fire or electric shock. They may also cause the product to malfunction or become discoloured.



Slots and openings in the casing, back or bottom of the product are provided for ventilation. The product should be placed so as not to come into contact with any wall or other device so these openings are not blocked or covered. Blocking the machine's ventilation could create a risk of overheating and/or fire.

IMPORTANT

- Always place the machine on a solid surface, never on a bed, sofa, rug, or similar soft surfaces.
- DO NOT place this machine in a “built-in” installation.

⚠ CAUTION

Make sure that no part of the machine protrudes from the desk or stand where the machine is located. In particular, do not leave the output tray open when the machine is located on the edge of a table, stand, etc. Make sure that the machine is located on a flat, level, and stable surface free from vibration. Failure to observe these precautions could cause the machine to fall, causing injury.



! Important

- DO NOT put objects on top of the machine.
- DO NOT place your machine next to sources of interference, such as speakers or the base units of non-Brother cordless telephones. Doing so may interfere with the operation of the machine's electronic components.

General precautions

WARNING

Plastic bags are used in the packing of your machine. To avoid danger of suffocation, keep these plastic bags away from babies and children. Plastic bags are not toys.



Never insert any objects into the slots in the machine's casing, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electric shock. If metal objects, water or other liquids get inside the machine, immediately unplug the machine from the electrical socket. Call your Brother dealer or Brother Customer Service.



DO NOT use flammable substances, any type of spray, or an organic solvent/liquid that contains alcohol or ammonia to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock.

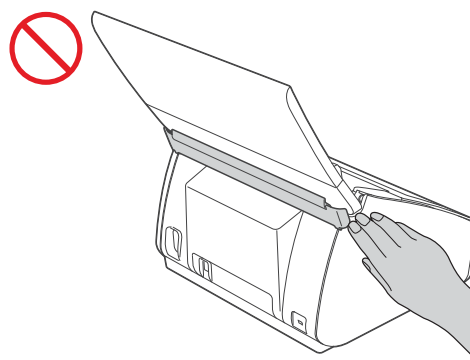
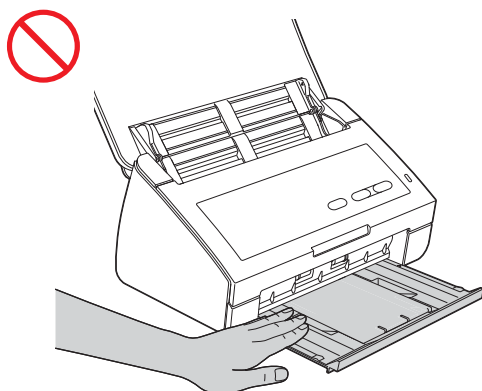
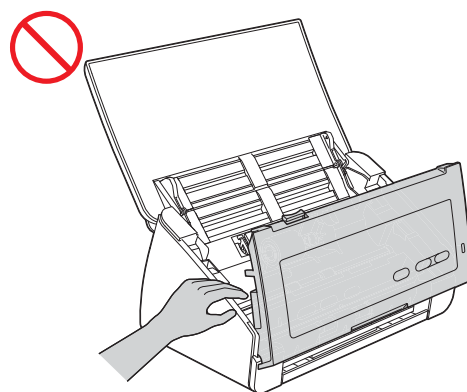
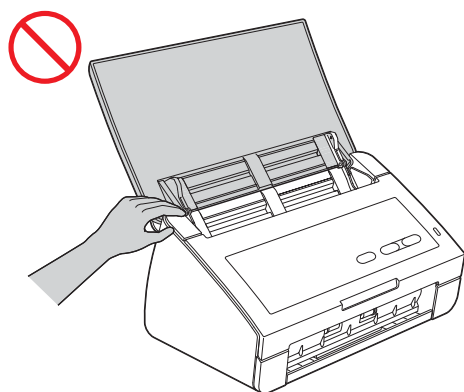


DO NOT disassemble or modify the machine, otherwise fire or electric shock may result. If the machine requires repair, contact your Brother dealer or Brother Customer Service.

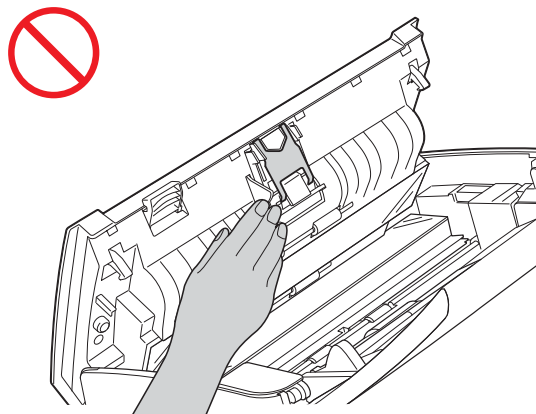
⚠ CAUTION

DO NOT try and pick up pages until they have finished scanning and are ejected from the machine. Doing this may cause you injury by trapping your fingers in the rollers.

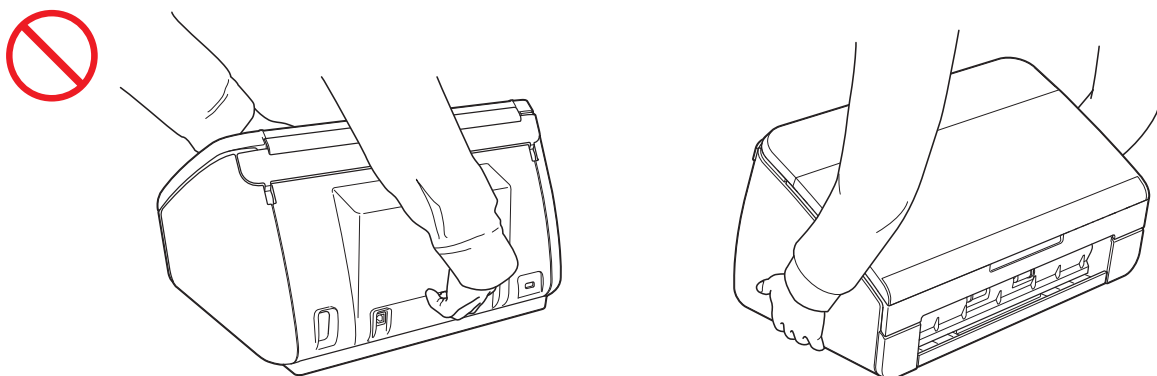
Some areas of the machine can cause injury if covers (shaded) are closed with force. Take care when placing your hand in the areas shown in the illustrations.



Be careful when touching the Separation Pad and its surrounding area in the machine. Otherwise, you could cause injury to you and serious damage to the machine.



DO NOT carry the machine by holding the top cover. Doing this may cause the machine to slip out of your hands. Only carry the machine by placing your hands under the entire machine.



Use caution when operating the machine to prevent clothing (particularly sleeves, neckties, etc.), hair, or accessories from being drawn into the machine, otherwise injury may result. In the event that an object is drawn into the machine, immediately disconnect the machine from the power source.

! Important

(ADS-2600W only)

DO NOT touch the Touchscreen immediately after plugging in the power cord or turning on the machine. Doing this may cause an error.

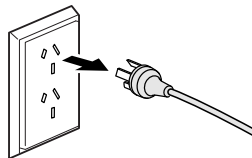
Connecting the machine safely

WARNING



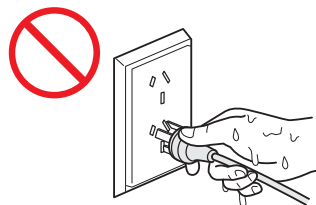
There are high-voltage electrodes inside the machine. Before you access the inside of the machine, including for routine maintenance such as cleaning, make sure you have unplugged the power cord from the electrical socket, as well as any Ethernet (ADS-2600W only) cables from the machine.

(This illustration is an example for Australia.)



DO NOT handle the plug with wet hands. Doing this might cause an electrical shock.

(This illustration is an example for Australia.)



Always make sure the plug is fully inserted. Otherwise, an electrical shock or an fire might be caused at the end.

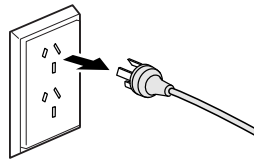


This machine should be connected to an adjacent grounded AC power source within the range indicated on the rating label. DO NOT connect it to a DC power source or inverter. Doing this might cause an electrical shock. If you are not sure what kind of power source you have, contact a qualified electrician.



This machine is equipped with a 3-wire grounded plug. This plug will only fit into a grounded power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, call your electrician to replace your obsolete outlet. DO NOT use the supplied grounded plug in any other outlet except those specified, doing this may cause an electrical shock.

(This illustration is an example for Australia.)



DO NOT use the machine if the power cord is frayed or damaged, doing so may cause an electrical shock or a fire.



DO NOT pull on the middle of the AC power cord. DO NOT allow anything to rest on the power cord. DO NOT place this machine where people can walk on the cord. Doing this might cause an electrical shock or a fire.



Brother strongly recommends that you DO NOT use any type of extension cord. Failure to observe these precautions could cause fire, electric shock, or damage to the machine.

Servicing the machine

DO NOT attempt to service this machine yourself. Opening or removing covers may expose you to dangerous voltages and other risks, and may void your warranty. Call your Brother dealer or Brother Customer Service.

WARNING



If the machine has been dropped or the casing has been damaged, there may be the possibility of an electric shock or a fire. Unplug the machine from the power socket and call your Brother dealer or Brother Customer Service.

CAUTION

If the machine becomes unusually hot, releases smoke, generates any strong smells, or if you accidentally spill any liquid on it, immediately unplug the machine from the electrical socket. Call your Brother dealer or Brother Customer Service.

Important

If the machine does not operate normally when the operating instructions are followed, adjust only those controls that are covered by the operating instructions. Incorrect adjustment of other controls may result in damage, and will often require extensive work by a qualified technician to restore the machine to normal operation.

Important Information for Australia

Important safety instructions

- 1 Read all of these instructions.
- 2 Save them for later reference.
- 3 Follow all warnings and instructions marked on the machine.
- 4 Unplug this machine from the wall socket before cleaning the outside of the machine. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5 Do not use this machine near water.
- 6 Do not place this machine on an unstable cart, stand, or table. The machine may fall, causing serious damage to the machine.
- 7 Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the machine and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the machine on a bed, sofa, rug, or other similar surface. This machine should never be placed near or over a radiator or heater. This machine should never be placed in a built-in installation unless adequate ventilation is provided.
- 8 This machine should be connected to an AC power source within the range indicated on the rating label. Do not connect it to a DC power source. If you are not sure, contact a qualified electrician.
- 9 This machine is equipped with a 3-wire grounded plug, a plug having a third (grounded) pin. This plug will only fit into a grounded power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, call your electrician to replace your obsolete outlet. Do not use the supplied grounded plug in any other outlet except those specified.
- 10 Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.
- 11 Do not place anything in front of the machine that will block scanned documents. Do not place anything in the path of documents.
- 12 Do not touch a document during scanning.
- 13 Never push objects of any kind into this machine through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the machine.
- 14 Do not attempt to service this machine yourself. Opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.
- 15 Do not try and pick up pages that have not yet finished scanning and exited the machine.

16 Unplug this machine from the electrical socket and refer servicing to Authorized Service Personnel under the following conditions:

- When the power cord is damaged or frayed.
- If liquid has been spilled into the machine.
- If the machine has been exposed to rain or water.
- If the machine does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the machine to normal operation.
- If the machine has been dropped or the cabinet has been damaged.
- If the machine exhibits a distinct change in performance, indicating a need for service.

Important Information for New Zealand

Important Safety Instructions

- 1 Read all of these instructions.
- 2 Save them for later reference.
- 3 Follow all warnings and instructions marked on the machine.
- 4 Unplug this machine from the wall outlet before cleaning the outside of the machine. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5 Do not place this machine on an unstable surface, stand, or table. The machine may fall, causing serious damage to the machine.
- 6 Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the machine and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the machine on a bed, sofa, rug, or other similar surface. This machine should never be placed near or over a radiator or heater. This machine should not be placed in a built-in installation unless proper ventilation is provided.
- 7 This machine should be connected to an AC power source within the range indicated on the rating label. Do not connect it to a DC power source. If you are not sure, contact a qualified electrician.
- 8 This machine is equipped with a 3-wire earthed plug. This plug will fit into only an earthed socket. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete socket. Do not use the supplied earthed plug in any other socket except those specified.
- 9 Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.
- 10 Do not place anything in front of the machine that will block scanned documents. Do not place anything in the path of documents.
- 11 Do not touch a document during scanning.
- 12 Never push objects of any kind into this machine through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the machine.
- 13 Do not attempt to service this machine yourself. Opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.

14 Unplug this machine from the mains power, and refer servicing to qualified Service Personnel under the following conditions:

- If the power cord is damaged or frayed.
- If liquid has been spilled into the machine.
- If the machine has been exposed to rain or water.
- If the machine does not operate normally when the operating instructions are followed.
Adjust only those controls that are covered by the operating instructions. Incorrect adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the machine to normal operation.
- If the machine has been dropped or the cabinet has been damaged.
- If the machine exhibits a distinct change in performance, indicating a need for service.

Important Information for Some Countries

Important Safety Instructions

- 1 Read all of these instructions.
- 2 Save them for later reference.
- 3 Follow all warnings and instructions marked on the machine.
- 4 Unplug this machine from the wall outlet before cleaning the outside of the machine. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
- 5 Do not place this machine near water.
- 6 Do not place this machine on an unstable cart, stand, or table. The machine may drop, causing serious damage to the machine.
- 7 Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the machine and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the machine on a bed, sofa, rug, or other similar surface. This machine should never be placed near or on a radiator or heater. This machine should never be placed in a built-in installation unless proper ventilation is provided.
- 8 This machine should be connected to an AC power source within the range indicated on the rating label. Do not connect it to a DC power source. If you are not sure, contact a qualified electrician.
- 9 This machine is equipped with a 3-wire grounding type plug, a plug having two or three pins. This plug will only fit into a grounding-type power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete outlet. Do not defeat the purpose of the grounding-type plug.
- 10 Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.
- 11 Do not place anything in front of the machine that will block scanned documents. Do not place anything in the path of documents.
- 12 Do not touch a document during scanning.
- 13 Never push objects of any kind into this machine through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electric shock. Never spill liquid of any kind on the machine.
- 14 Do not attempt to service this machine yourself. Opening or removing covers may expose you to dangerous voltage points and/or other risks, and may void your warranty. Please refer all servicing to our Authorized Service Personnel. A list of Authorized Service Centres has been included for your convenience, or you may contact the Brother Dealer for Service.

15 Unplug this machine from the wall outlet and refer servicing to Authorized Service Personnel under the following conditions:

- If the power cord is damaged or frayed.
- If the machine has been spilled by liquid.
- If the machine has been exposed to rain or water.
- If the machine does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the machine to normal operation.
- If the machine has been dropped or the cabinet has been damaged.
- If the machine exhibits a distinct change in performance, indicating a need for service.

16 To protect your machine against power surges, we recommend the use of a power protection device (Surge Protector).

Product Warranty & Liability

Nothing in this guide shall affect any existing product warranty or be construed as granting any additional product warranty. Failure to follow the safety instructions in this guide may invalidate your product's warranty.

WARNING

DO NOT use this machine near all liquids, for example, near a bath tub, wash bowl, kitchen sink or washing machine, in a wet basement or near a swimming pool.

Avoid using this machine during an electrical storm. There may be a remote risk of an electrical shock from lightning.

Use only the power cord supplied with this machine.

This product must be installed near an electrical socket that is easily accessible. In case of an emergency, you must unplug the power cord from the electrical socket to shut off the power completely.

Declaration of Conformity (Turkey only)

We, Brother Industries, Ltd.

15-1, Naeshiro-cho, Mizuho-ku, Nagoya 467-8561 Japan

declare that this product is in compliance with the essential requirements of Directives 2004/108/EC, 2006/95/EC and 2009/125/EC. (ADS-2100 only)

declare that this product is in compliance with the essential requirements of Directives 1999/5/EC and 2009/125/EC. (ADS-2600W only)

The Declaration of Conformity (DoC) is on our Website.

Please go to <http://solutions.brother.com/>

-> choose your region (eg. Europe)

-> choose your country

-> choose your model

-> choose "Manuals"

-> choose Declaration of Conformity (Select Language when required.)

CE marking for devices with Wireless LAN (ADS-2600W only) (Turkey only)



This product supports Wireless LAN.

LAN connection (ADS-2600W only)

! Important

DO NOT connect this machine to a LAN connection that is subject to over voltages.

Radio interference

This product complies with EN55022 (CISPR Publication 22)/Class B. When connecting the machine to a computer, ensure that you use a USB cable which does not exceed 2 m in length.

Recycling information in accordance with the WEEE (2002/96/EC) and Battery (2006/66/EC) Directives (Turkey only)



Product mark



Battery mark

European Union only

The product/battery is marked with one of the above recycling symbols. It indicates that at the end of the life of the product/battery, you should dispose of it separately at an appropriate collection point and not place it in the normal domestic waste stream.

International ENERGY STAR® Qualification Statement (ADS-2600W only)

The purpose of the International ENERGY STAR® Program is to promote the development and popularization of energy-efficient office equipment.

As an ENERGY STAR® Partner, Brother Industries, Ltd. has determined that this product meets the ENERGY STAR® specifications for energy efficiency.



Türkiye RoHS Uygunluk Bildirisi

EEE Yönetmeliğine Uygundur.

For Singapore



Complies with
IDA Standards
DB02405

For Indonesia



Brother

Contains Wireless LAN module WYSAGBUX7

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This product includes open-source software.

To see the open source licensing remarks, please go to the manual download section on your model's home page on Brother Solutions Center at <http://solutions.brother.com/>.

Unlawful use of scanning equipment

It is an offence to make reproductions of certain items or documents with the intent to commit fraud. The following is a non-exhaustive list of documents which it may be unlawful to produce copies of. We suggest you check with your legal adviser and/or the relevant legal authorities if in doubt about a particular item or document:

- Currency
- Bonds or other certificates of debt
- Certificates of Deposit
- Armed forces service or draft papers
- Passports
- Postage stamps (cancelled or uncanceled)
- Immigration papers
- Welfare documents
- Cheques or drafts drawn by governmental agencies
- Identifying badges or insignias

Copyrighted works cannot be copied lawfully, subject to the “fair dealing” exception relating to sections of a copyrighted work. Multiple copies would indicate improper use. Works of art should be considered the equivalent of copyrighted works.

Notice Regarding the Faithful Reproduction of Scanned Documents

After scanning a document, confirm that the accuracy and quality of the corresponding scan data meets your needs by confirming the size of the scan data, the amount of image data captured, image fidelity, colour tones, etc.

Always confirm the scan data before destroying the original document.

It is possible that a portion of the scan data may be lost or damaged, therefore, read all instructions carefully and keep the following in mind.

- Depending on the condition of the document, the document may become worn thin, distorted, dirty, or cracked during scanning. In this case, some or all of the scan data may be lost.

Confirm that the document has no wrinkles, bends, or holes.

- If the inside of the machine is dirty, the document may become worn thin, distorted, dirty, or cracked during scanning. In this case, some or all of the scan data may be lost.

Clean the inside of the machine carefully and regularly.

- The following may occur depending on the scan settings, such as document size, scanning resolution, colour-related settings, single-side or double-side scanning settings, auto deskew, blank page skip, etc.

- Text may be illegible or unclear if image resolution is too low.
- Scan data of a colour document may be captured in black-and-white.
- Only one side of a two-sided document may be captured.
- A portion of the document may not be scanned, or the size may be too small.
- The document may only be scanned up to a certain point, after which scan data will be lost.
- Blank pages may not be deleted, or pages may be deleted unnecessarily.
- Margins may be added to the edges of the scan data.

Refer to the User's Guide for information about how to configure the scan settings.

- Depending on the condition of the document (such as if it has wrinkles, bends, or holes) and consumables, multiple pages of a document may be fed at once, causing some pages to be missing from the scanned data.

Confirm that the document has no wrinkles, bends, or holes.

Replace all consumables periodically.

- When scanning documents that are not within the recommended guidelines, or depending on the condition of the document (such as if it has wrinkles, bends, or holes), consumables, or the paper feeding mechanisms inside the machine, documents may become jammed inside the machine during scanning. In this case, some or all of the scan data may be lost. (Documents may be destroyed as a result of a paper jam.)

Refer to "Acceptable Documents" in the User's Guide for information about acceptable documents.

- When scanning documents that have been marked with a fluorescent marker, marked areas may not be seen correctly in the scan data, or the marker colour may not be reproduced correctly, depending on the colour and density of the marker ink.

You may achieve more desirable results by increasing the scanning resolution. Refer to the User's Guide for information about resolution settings.

For Australia Only:

Support – For technical support of your Brother Product other than what you can resolve through the User's Guide, please visit our Web Site or Solutions Web Site (see below) to find an answer to FAQs/Troubleshooting, locating Drivers & Software.

Alternatively, please contact the Product Support Centre for any customer care/technical support enquiry.

To contact Brother International (Aust) Pty Ltd for support on a Brother product please see the details listed below:

Product Support Centre: **Australia**

Brother International (Aust) Pty Ltd

Phone: 02 8875 6000

Fax: 02 9870 7223

Solutions Site: <http://solutions.brother.com/>

Web Site: www.brother.com.au

Email: To submit an e-mail enquiry, visit www.brother.com.au go to **Service and Support** area and follow the prompts.

Our Technical Support Consultants are available 5 days a week by phone during the hours of 8.30am to 5.00pm (EST/EDST) Monday to Friday.

For New Zealand Only:

To contact Brother International (NZ) Limited for support with a Brother product please use the following methods.

Phone:

Premium End User Assistance 0900 552 152

Auto Attendant Self Help 0800 652 152

Brother Recycle Assistance 0800 632 467

Fax Assistance 0800 837 822

Email Assistance Please visit www.brother.co.nz and submit a helpdesk enquiry from Online Help.

Web Assistance Please visit www.brother.co.nz under Online Help for Frequently Asked Questions, Driver downloads, Warranty information and Service Centres.

Our Technical Support Consultants are available 7 days a week by phone during the hours of 8.30am to 5pm Monday to Friday and 9am to 5pm Saturday and Sunday.

Outside of these hours you can find assistance from our Auto Attendant Self Help and our Website www.brother.co.nz under Online Help.

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