Please read this guide before attempting to operate the product, 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 the instructions set out in this guide.

How to use this guide:

1. Read the whole guide before using your product 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 product having read this guide, please refer to Brother customer service or your local Brother dealer.
4. To ensure you understand all of the instructions, study the symbols and conventions used in the documentation.
Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation. Follow all warnings and instructions marked on the product.

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.

NOTE

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

Electrical Hazard icons alert you to possible electrical shocks.

Fire Hazard icons alert you to the possibility of a fire.

Hot Surface icons warn you not to touch product parts that are hot.

Prohibition icons indicate actions that must not be performed.

Bold

Bold typeface identifies specific buttons on the product’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 product.

NOTE

• Not all models are available in all countries.

• The illustrations in this guide show the HL-3170CDW and MFC-9340CDW.
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 product

Put your product on a flat, level, stable surface free from vibration and shocks, such as a desk. Put the product near a telephone socket (MFC only) and a standard earthed electrical socket. Choose a location where the temperature remains between 10°C and 32.5°C and the humidity is between 20% to 80% (without condensation).

⚠️ WARNING

⚠️ ⚠️

DO NOT expose the product to direct sunlight, excessive heat, open flames, corrosive gasses, moisture or dust. Doing so may create a risk of an electrical shock, short circuit or fire. It may also damage the product and/or render it inoperable.

⚠️ ⚠️

DO NOT place the product near heaters, air conditioners, electrical fans, refrigerators, or water. Doing so may create the risk of an electrical shock, short circuit or fire, as water may come into contact with the product (including condensation caused by heating/air conditioning/ventilation equipment).

⚠️ ⚠️

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.
DO NOT put the product in a location that blocks or obstructs any slot or opening in the product. These slots and openings are provided for ventilation. Blocking the product’s ventilation could create a risk of overheating and/or fire.

Instead:

- Keep a gap of at least 150 mm between the ventilation hole and the wall.
- Place the product on a solid level surface.
- DO NOT place this product near or over a radiator or heater.
- DO NOT place this product in a “built-in” installation unless adequate ventilation is provided.

CAUTION

This product emits some chemical substances during printing, and additionally if used for prolonged periods or in poorly ventilated areas may cause the emission of odorous gases such as ozone. Place the product in a well ventilated area for optimum performance and comfort.

Avoid placing your product in a busy area. If you must place it in a busy area, ensure that the product is in a safe location where it cannot be accidentally knocked over, which could cause injury to you or others and serious damage to the product. Also ensure that cords are secured so as not to pose a tripping hazard.

DO NOT connect your product to electrical sockets controlled by wall switches or automatic timers, or to the same circuit as large appliances, such as an air conditioner, copier, shredder, etc. that might disrupt the power supply.

DO NOT eat the silica gel pack, please throw it away. If ingested seek medical attention immediately.

DO NOT place heavy objects on the product.

DO NOT place this product on an unstable cart, stand, or table. The product is heavy and may fall, causing injury to you and serious damage to the product. For MFC and DCP products, there is an added risk of injury if the scanner glass should break. Particularly, if you have children, please make sure the product is located in a safe position.
**IMPORTANT**

- DO NOT put objects on top of the product. Doing so could increase the risk of overheating should the product malfunction.

- DO NOT place anything in front of the product that will block printed documents or faxes (MFC only).

- DO NOT place your product 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 product's electronic components.

- Disruption of power can delete information from the product's memory.
General precautions

WARNING

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

• DO NOT put a toner cartridge, a toner cartridge and drum unit assembly, or a waste toner box into a fire. It could explode, resulting in injuries.

• DO NOT use flammable substances near the product. DO NOT use any type of spray to clean the inside or outside of the product. Doing so may cause a fire or electrical shock. For instructions on how to clean the product, see User's Guide/Basic User's Guide: Routine Maintenance.

DO NOT attempt to operate this product when a paper jam or stray pieces of paper are inside the product. Prolonged contact of paper with the fuser unit could cause a fire.

DO NOT use a vacuum cleaner to clean up scattered toner. Doing this might cause the toner dust to ignite inside the vacuum cleaner, potentially starting a fire. Please carefully clean the toner dust with a dry, lint-free soft cloth and dispose of it according to local regulations.
Unplug this product from the wall socket before cleaning the product and the scanner glass (MFC and DCP only). DO NOT use liquid or aerosol cleaners. Use a dry, lint-free soft cloth for cleaning.

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

Should you come into contact with toner, follow these instructions:

- **Inhalation**  
  Obtain immediate medical attention. In case of accident by inhalation remove casualty to fresh air and keep at rest.

- **Skin contact**  
  Remove contaminated clothing immediately and wash affected skin with plenty of water or soap and water.

- **Eye contact**  
  Obtain medical attention. If substance has got into the eyes, immediately wash out with plenty of water for at least 15 minutes.

- **Ingestion**  
  Obtain immediate medical attention. Wash out mouth with water and give 200 - 300 ml (half a pint) of water to drink.

For more safety information regarding the toners used in your product, please visit the following web address to read the Safety Data Sheets (SDS) [http://sds.brother.co.jp/sdsapp/index.html](http://sds.brother.co.jp/sdsapp/index.html).
**HOT SURFACE**

After you have just used the product, some internal parts of the product will be extremely hot. Wait at least 10 minutes for the product to cool down before you touch the internal parts of the product.

(MFC and DCP only)

This product is heavy and weighs more than 20.0 kg. To prevent possible injuries, at least two people should lift the product. One person should hold the front of the product, and one person should hold the back, as shown in the illustration below. Be careful not to trap your fingers when you put the product down.

(MFC only)

Use caution when modifying telephone lines. Never touch exposed telephone wiring or terminals unless the telephone line has been unplugged from the wall socket. Never fit telephone wiring during a lightning storm. Never fit a telephone wall socket in a location that is wet or may become wet, for example, near a refrigerator or other appliance that produces condensation. Doing this might cause an electrical shock.
CAUTION

(MFC and DCP only)
Some areas of the product can cause injury if covers (shaded) are closed with force. Take care when placing your hand in the areas shown in the illustrations, and DO NOT close the covers with force.

(MFC and DCP only)
To prevent injuries, be careful not to put your fingers in the areas shown in the illustrations.
IMPORTANT

DO NOT remove or damage any of the caution or warning labels inside the product.
Connecting the product safely

\begin{itemize}
  \item \textbf{WARNING}
  \begin{itemize}
    \item There are high voltage electrodes inside the product. Before you clean the inside of the product, make sure you have unplugged the telephone line cord first (MFC only) and then the power cord from the electrical socket. Doing this will prevent an electrical shock.
    \begin{center}
      \includegraphics[width=0.2\textwidth]{power_cord_unplug.png}
    \end{center}
    \end{itemize}
  \item DO NOT handle the plug with wet hands. Doing this might cause an electrical shock.
    \begin{center}
      \includegraphics[width=0.2\textwidth]{no_wet_hands.png}
    \end{center}
  \item Always make sure the plug is fully inserted.
    \begin{center}
      \includegraphics[width=0.2\textwidth]{plug_inserted.png}
    \end{center}
  \item This product 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 or inverter. If you are not sure, contact a qualified electrician.
    \begin{center}
      \includegraphics[width=0.2\textwidth]{rating_label.png}
    \end{center}
  \item DO NOT allow anything to rest on the AC power cord. DO NOT place this product where people may step on the AC power cord or in a position that could trap or constrict it. Doing so may cause the cord to become worn or frayed.
    \begin{center}
      \includegraphics[width=0.2\textwidth]{power_cord_protection.png}
    \end{center}
  \end{itemize}
\end{itemize}
To ensure safe operation, the supplied plug must only be inserted into a standard electrical socket that is wired through the standard electrical wiring. Where supplied the three-pin plug must be inserted only into a standard three-pin electrical socket that is properly earthed through the standard electrical wiring.

Only use the power cord supplied with this product.

DO NOT place this product in a position where the cord is stretched or where strain is otherwise put on the cord. Doing so may cause the cord to become worn or frayed.

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

Brother strongly recommends that you DO NOT use any type of extension cord.
**Servicing the product**

DO NOT attempt to service this product yourself because opening or removing covers may expose you to dangerous voltage points and other risks and may void your warranty. If you experience any problems with your product, contact Brother customer service or your local Brother dealer.

**WARNING**

⚠️

If the product has been dropped or the casing has been damaged, there may be the possibility of an electric shock. Unplug the product from the electrical socket and contact Brother customer service or your local Brother dealer.

**CAUTION**

⚠️

If the product becomes unusually hot, releases smoke, generates any strong smells, or if you accidentally spill any liquid on it, immediately unplug the product from the electrical socket. Contact Brother customer service or your local Brother dealer.

**IMPORTANT**

If the product 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 product to normal operation.
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.

Approval Information (MFC only)

THIS EQUIPMENT IS DESIGNED TO WORK WITH A TWO WIRE ANALOGUE PSTN LINE FITTED WITH THE APPROPRIATE CONNECTOR.

Brother advises that this product may not function correctly in a country other than where it was originally purchased, and does not offer any warranty in the event that this product is used on public telecommunication lines in another country.

Declaration of Conformity (Europe only)

We, Brother Industries, Ltd.
15-1, Naeshiro-cho, Mizuho-ku, Nagoya 467-8561 Japan
declare that this product is in conformity with the essential requirements of all relevant directives and regulations applied within the European Community.

The Declaration of Conformity (DoC) can be downloaded from our website. Visit http://solutions.brother.com/ and:

- select “Europe”
- select your country
- select your model
- select “Manuals” and your language, then click “Search”
- select Declaration of Conformity
- click “Download”.

Your Declaration will be downloaded as a PDF file.

Declaration of Conformity for R&TTE (Radio and Telecommunications) Directive 1999/5/EC (Europe only)
(Applicable to models with telecommunications and/or radio interfaces)

We, Brother Industries, Ltd.
15-1, Naeshiro-cho, Mizuho-ku, Nagoya 467-8561 Japan
declare that these products are in conformity with the provisions of the R&TTE Directive 1999/5/EC. A copy of the Declaration of Conformity can be downloaded by following the instructions in the Declaration of Conformity (Europe only) section.
CE Marking for devices with Wireless LAN (Europe only) (Models with Wireless LAN function only)

This product supports Wireless LAN.

Disconnect device

⚠️ CAUTION

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

Wiring information (U.K. only)

If you need to replace the plug fuse, fit a fuse that is approved by ASTA to BS1362 with the same rating as the original fuse.

Always replace the fuse cover. Never use a plug that does not have a cover. If in any doubt, call a qualified electrician.

Warning - This product must be earthed.

The wires in the mains lead are coloured in line with the following code:

- Green and Yellow: Earth
- Blue: Neutral
- Brown: Live

LAN connection (Network models only)

⚠️ CAUTION

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

Radio interference

This product complies with EN55022 (CISPR Publication 22)/Class B.
Recycling information in accordance with the WEEE and Battery Directives

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.

Imaging Equipment Voluntary Agreement

(This applies to new models placed on the EU market after January 2015.)

Brother warrants that service parts will be available for at least five years after the end of production.

To obtain service parts, please contact your Brother supplier or dealer.

International ENERGY STAR® Qualification Statement

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.
Information regarding recycled paper

- Recycled paper is of the same quality of paper made from original forest sources. Standards governing modern recycled paper ensure that it meets the highest quality requirements for different printing processes. The imaging equipment supplied by the VA signatories is suitable for using with recycled paper meeting the EN 12281:2002 standard.

- Purchasing recycled paper saves natural resources and promotes the circular economy. Paper is made using cellulose fibres from wood. Collecting and recycling paper extends the life of fibres over multiple life cycles making the best use of the resources.

- The recycled paper production process is shorter. The fibres have already been processed; so less water, chemicals and energy are used.

- Paper recycling has the benefit of saving carbon by diverting paper products from alternative disposal routes such as landfill and incineration. Landfill waste emits methane gas which has a powerful greenhouse effect.
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Brother Customer Service

Customer Service

Visit http://www.brother.com/ for contact information for your local Brother office.

Service centre locations

For service centres in your country, contact your local Brother Office. Address and telephone contact information for local offices can be found at http://www.brother.com/ by selecting your country.
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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 indebtedness
- Certificates of Deposit
- Armed forces service or draft papers
- Passports
- Postage stamps (cancelled or unc Cancelled)
- Immigration papers
- Welfare documents
- Cheques or drafts drawn by governmental agencies
- Identifying badges or insignias

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