

STERI-Write™

A CLEAN PEN EVERY TIME



Instruction Manual

Owner's Safety and Operating Guide

Thank You

For choosing the Steri-Write™ pen sanitizing system, the world's **FIRST** and **ONLY UV-C LED** pen sanitizer that eliminates 99.9% of harmful pathogens on shared writing instruments.* As a valued Steri-Write customer, your satisfaction means everything to our company. You have received an innovative and quality constructed product. This highly engineered device is backed by a one year limited manufacturer's warranty. Read **ALL** instructions carefully before using.



Scan here for instructional videos and updated product information

IMPORTANT SAFETY INSTRUCTIONS

- ⚠ READ ALL INSTRUCTIONS BEFORE USE. SAVE AND REVIEW FREQUENTLY.**
- ⚠ INTENDED USE: The Steri-Write™ Sanitizing system is a portable device intended to decrease germs on shared writing instruments.***
 - ⦿ Steri-Write™ is intended for indoor use ONLY.
 - ⦿ Steri-Write™ is intended to be used ONLY with the included power adapter or recommended rechargeable D batteries.
 - ⦿ Steri-Write™ is intended to be used ONLY with the specific writing instruments supplied with the device or re-ordered from the company.
 - ⦿ Use of non-Steri-Write pens VOIDS any and all warranties associated with the Steri-Write™ device.
 - ⦿ CHECK ALL SAFETY FEATURES EACH TIME YOU USE THE DEVICE.
- ⚠ WARNING: When using this electric device, ALWAYS follow basic safety precautions to reduce the risk of fire, electric shock or personal injury.**
- ⚠ KEEP AWAY FROM WATER AND DANGEROUS ENVIRONMENTS: Do NOT use in damp or wet locations; if the device falls into water, unplug immediately--do NOT reach into water to avoid electrocution.**
 - Keep CHILDREN AWAY.
 - Keep device AWAY from heated surfaces and sharp edges.
 - Do NOT leave unattended; turn off and unplug when not in use.
 - Do NOT pull, twist or wrap power cord around the device.
 - Do NOT use power cord as a handle or pull on cord to disconnect the device from an outlet.
 - Do NOT use if power cord or adapter is damaged .
 - Do NOT use an extension cord or a voltage converter.
 - Do NOT drop or insert any object into device other than the Steri-Write™ pens provided or reordered.
 - Do NOT disassemble, modify or attempt to make any repairs to the device.
 - Do NOT use the Steri-Write™ device for other than its intended use.

The manufacturer declines any and all warrants or responsibility for damage caused by improper, incorrect or irresponsible use.

THE MANUFACTURER IS NOT RESPONSIBLE FOR ANY INTERFERENCE OR DAMAGE CAUSED BY UNAUTHORIZED MODIFICATIONS TO THIS EQUIPMENT. UV LIGHT CAN BE IRRITATING TO THE EYES AND SKIN. THE STERI-WRITE DEVICE HAS BEEN DESIGNED TO CONTAIN UV EXPOSURE AND WILL AUTOMATICALLY TURN OFF IF THE DEVICE IS OPENED. NEVER ATTEMPT TO LOOK DIRECTLY AT ANY UV LED.

PRODUCT INFORMATION

Overview

Steri-Write™ is a new product that decreases germs on shared pens by providing a clean, sanitized reusable pen to each user. Steri-Write™ utilizes powerful UV-C germicidal LEDs to kill bacteria and viruses commonly found on shared writing instruments and has been scientifically proven 99.9% effective eradicating these harmful pathogens.* Steri-Write™ operates with a touchless delivery mechanism and demonstrates sustainability as pens are returned to be re-sanitized after each use. Steri-Write™ is user friendly and is 100% chemical free which helps protect our environment.

*This statement has not been evaluated by the Food and Drug Administration. This product is not intended to diagnose, treat, cure or prevent any disease.

Unpacking Contents and Accessories

- ① Carefully remove the Steri-Write™ device from the box and place on a sturdy countertop or table.
- ① Remove all plastic packing from the device.
- ① Keep children away from all packaging material as it may be harmful.
- ① Review the Instruction Manual carefully.
- ① Before installation, check box and packaging for the following contents:
 - 1) Steri-Write™
 - 2) Power Adapter and Cord
 - 3) Starter Pen Pack
 - 4) Instruction Manual

Product Features (See Figure 1)

- ① The toggle power switch turns Steri-Write on/off.
- ① The pen return chamber is a simple slot to return a used pen.
- ① The conveyor system advances pens through the sanitization chamber to ensure a sanitized pen is always available for dispensing.
- ① The UV-C germicidal LEDs provide sanitization inside the enclosed sanitizing chamber.

PRODUCT INFORMATION

- ① The internal electronic timing device and circuit board provide technical specifications ensuring each pen receives the appropriate amount of UV irradiance exposure for sanitization before a pen is dispensed.
- ② The infrared sensor is designed to dispense a sanitized pen to the end user on demand in a touchless method.
- ③ The LED status signaling icon offers visual confirmation that the sanitization process is complete. (See Table 1)
- ④ The illuminated pen dispensation chamber provides a sanitized pen to the end user.
- ⑤ Each clean pen drops into the receiving cradle.



Figure 1. Visualization of Steri-Write™ Product Features

GUIDELINES FOR USE

Assembly and Set Up Instructions

1. With Steri-Write™ securely positioned on a sturdy countertop or table, plug the power adapter cord into the base of the device. This is the preferred way to power the device.
2. If optional battery power is desired, place 8 D batteries in the battery compartment noting the proper orientation of each battery as marked inside the compartment. For optimal performance, rechargeable batteries are highly recommended.
3. BEFORE placing new pens in Steri-Write™, be sure to remove the protective wax tip cover from each pen (if applicable).
4. Place 14 Steri-Write™ pens on top of the device. (See Figure 2)
5. Turn Steri-Write™ on via the On/Off toggle switch on the right side of the device.
6. Pens will automatically load and stop after the 4th pen is loaded to initiate the sanitizing cycle. The sanitizing cycle will run for 45 seconds. Once the first sanitizing cycle of 4 pens is complete, the loading process will automatically continue. When Steri-Write™ is completely loaded the green pen icon will illuminate s



Figure 2. Visualization of loading pens to be sanitized at the top of Steri-Write™.

GUIDELINES FOR USE

7. Steri-Write™ is now fully loaded and ready for use. Always keep 4 pens on the top of the device (near the return slot) to ensure the pen conveyor system remains full. Once the device is fully loaded, it will be ready to dispense clean, sanitized pens on demand.
8. To initiate pen dispensing, hold hand in front of the “hand waving icon” near the receiving cradle. (See Figure 3)
9. After each use, place the used pen on top of the device to be recycled and re-sanitized.



Figure 3. Visualization of how to summon a sanitized pen. There are touchless sensors within the illuminated area. Hand should be placed within this area to activate the sensors, but hand does not need to touch the Steri-Write™ device. A clean pen will drop into the cradle to be removed.

GUIDELINES FOR USE

Icon Signaling System

The signaling read-out system includes several icon symbols. The symbols and their definitions are listed in Table 1.

Table 1. Steri-Write™ Icon Signaling System

Icon Symbol	Visual Description	Action Description
	Green Pen Blinking	Load Pens
	Green Pen Solid	Pen Ready
	Blue UV Solid	Please wait; sanitization in process
	Blue UV Solid Green Pen Solid	Pen Ready; sanitization can be paused
	Red Triangle Solid	Error signal; restart unit, if red signal persists, contact customer service
	Yellow Battery Solid	Replace batteries or use power adapter

CARE AND MAINTENANCE

🕒 Cleaning Instructions

To clean, use a soft cloth lightly dampened with water to wipe the outside surface of the Steri-Write™ device. Allow the device to dry thoroughly before use. CAUTION: do NOT pour or spray liquids into the device, and do NOT allow any liquids to enter any openings in the device. Steri-Write™ is NOT water resistant.

🕒 Pen Restocking and Replacement Ordering

Steri-Write™ is designed to function specifically with the pens supplied with the device. Use ONLY Steri-Write™ pens. Use of non-Steri-Write pens voids any and all warranties associated with the Steri-Write™ device. Additional Steri-Write™ pens are available by visiting our website, www.steri-write.com.

🕒 Battery Usage and Replacement; Device Storage

During battery power operation and to conserve battery life, turn off the Steri-Write™ device when not in use and/or when not attended.

Steri-Write™ requires eight D batteries to operate on battery power. Replace batteries when low power indicator appears. Rechargeable D batteries are the recommended power source and must be recharged in a separate charging device. Battery life is dependent on device utilization. To replace the batteries, remove the battery compartment cover from the back of the machine and install the batteries noting the proper orientation. Be sure to securely replace the battery compartment cover as Steri-Write™ will not function unless cover is replaced correctly.

Remove batteries if the Steri-Write™ device is not in use for a long period of time. Store device in a cool, dry place. Extreme moisture may damage the device or affect its lifespan. Dispose of batteries properly, following local laws.

Note: Steri-Write™ recommends using a quality surge suppressor on all electronics equipment. Voltage variations and spikes can damage electronic components in any system. A quality surge suppressor can eliminate the vast majority of failures attributed to surges.

TECHNICAL SUPPORT

If an issue occurs with Steri-Write™, most questions can be answered by viewing our Troubleshooting Guide below or visiting our website at www.steri-write.com. Additional inquiries should be directed to Customer Service at info@steri-write.com.

Troubleshooting Guide

Issue	Suggestions
No lights on the device	<ol style="list-style-type: none">1. Confirm the power adapter is correctly plugged into the device and wall outlet and/or batteries are installed correctly with the battery door compartment closed.2. Confirm circuit breaker and/or GFCI outlet are functioning.
Pens do not dispense when hand signal activation attempted	<ol style="list-style-type: none">1. If blue light is illuminated, pens are in the sanitizing cycle. Wait 45 seconds for pens to advance.2. Hand must be positioned correctly to activate the motion sensor.3. Confirm that Steri-Write™ was loaded correctly and that there are pens in the device.
Pens will not load	<ol style="list-style-type: none">1. Contact customer service.
Notice some pens are missing in the viewing window	<ol style="list-style-type: none">1. Pens will automatically keep advancing.2. Always keep at least 4 pens at top of device near return slot (see Figure 2) to ensure the device has a full rotation of pens available on demand.
Red light signal illuminated	<ol style="list-style-type: none">1. Power off device. Disconnect from power source for 30 seconds then reconnect to power.2. Turn Steri-Write back on.3. If the red light persists, turn off the device and contact customer service.
Yellow light signal illuminated	<ol style="list-style-type: none">1. Replace batteries ensuring battery orientation is correct and compartment door completely closed.
Pens appear jammed in top of device	<ol style="list-style-type: none">1. Turn off device for 30 seconds.2. Carefully remove visibly jammed pens.3. Turn device on and reload pens.

TECHNICAL DATA

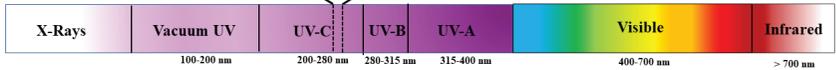
UV-C Technology

Ultraviolet (UV) disinfection is the future of sanitation as it does not produce by-products, toxins, or other volatile organic compound emissions. UV disinfection technology has existed for many years, however, Steri-Write™ is the FIRST and ONLY to use UV technology to sanitize writing instruments. The shortest of UV wavelengths is UV-C (200-400 nanometers) and cannot be seen with the naked eye. Germicidal UV-C is one distinct range of UV light between 200-280nm which is effective in microbial control.

Steri-Write™ utilizes energy efficient UV-C LEDs at a wavelength of 265-270nm for the most effective eradication of harmful pathogens. Steri-Write has been scientifically studied and programmed to dose to deactivate the most on writing instruments. When completely safe. You should shine on your eyes or on your skin safety features that automatically device is opened.



utilize the appropriate UV-C common pathogens found used properly, UV-C is never allow UV-C light to skin. Steri-Write has built-in turn off the UV light if the



Product Specs

External AC Power Supply:	Power Adapter
Voltage:	120 VAC
Output:	12 VAC - 2 amps
Internal Power DC Power Supply:	Eight D batteries
UV Wavelength:	265nm - 270nm
Dimensions:	11"(H) x 10.75" (W) x 5.5" (D)
Weight:	5 lbs

COMPLIANCE

FCC Statement

WARNING: CHANGES OR MODIFICATIONS TO THIS UNIT NOT EXPRESSLY APPROVED BY THE PARTY RESPONSIBLE FOR COMPLIANCE COULD VOID THE USER'S AUTHORITY TO OPERATE THE EQUIPMENT.

NOTE: THIS EQUIPMENT HAS BEEN TESTED AND FOUND TO COMPLY WITH THE LIMITS FOR A CLASS B DIGITAL DEVICE, PURSUANT TO PART 15 OF THE FCC RULES. THESE LIMITS ARE DESIGNED TO PROVIDE REASONABLE PROTECTION AGAINST HARMFUL INTERFERENCE IN A RESIDENTIAL INSTALLATION. THIS EQUIPMENT GENERATES, USES AND CAN RADIATE RADIO FREQUENCY ENERGY AND, IF NOT INSTALLED AND USED IN ACCORDANCE WITH THE INSTRUCTIONS, MAY CAUSE HARMFUL INTERFERENCE TO RADIO COMMUNICATIONS.

HOWEVER, THERE IS NO GUARANTEE THAT INTERFERENCE WILL NOT OCCUR IN A PARTICULAR INSTALLATION. IF THIS EQUIPMENT DOES CAUSE HARMFUL INTERFERENCE TO RADIO OR TELEVISION RECEPTION, WHICH CAN BE DETERMINED BY TURNING THE EQUIPMENT OFF AND ON, THE USER IS ENCOURAGED TO TRY TO CORRECT THE INTERFERENCE BY ONE OR MORE OF THE FOLLOWING MEASURES:

- REORIENT OR RELOCATE THE RECEIVING ANTENNA.
- INCREASE THE SEPARATION BETWEEN THE EQUIPMENT AND RECEIVER.
- CONNECT THE EQUIPMENT INTO AN OUTLET ON A CIRCUIT DIFFERENT FROM THAT TO WHICH THE RECEIVER IS CONNECTED.
- CONSULT THE DEALER OR AN EXPERIENCED RADIO/TV TECHNICIAN FOR HELP.

FCC RADIATION EXPOSURE STATEMENT

THIS EQUIPMENT COMPLIES WITH PART 15 OF THE FCC RULES. OPERATION IS SUBJECT TO THE FOLLOWING TWO CONDITIONS: (1) THIS DEVICE MAY NOT CAUSE HARMFUL INTERFERENCE. (2) THIS DEVICE MUST ACCEPT ANY INTERFERENCE RECEIVED INCLUDING INTERFERENCE THAT MAY CAUSE UNDESIRED OPERATION.



CE Conformity

This device is in compliance with the council EMC directive 2014/30/EU.



RoHS statement

This device is in compliance with the EU RoHS Directive 2011/65/EU Annex II and its amendment (EU) 2015/863.



ONE YEAR LIMITED MANUFACTURER WARRANTY

Steri-Write™ stands behind our product and offers a one year limited warranty. Steri-Write™ warrants any products sold will be free from defects in material, electronics, and workmanship when used under specified and normal operating conditions to the original end-user purchaser for the warranty period. This warranty is void if repairs are necessitated by accidents, misuse, abuse, water damage or fire. Register your product at www.steri-write.com/registration to initiate warranty.

- ① The Steri-Write™ Limited Warranty applies for one year to the original end-user who purchased the product and is not transferable.
- ① The Limited Warranty Period begins on the date of purchase and warrants the product to be free of defects in materials or workmanship for a period of one year from date of original purchase.
- ① During the Limited Warranty Period, Steri-Write™ will, at its option, repair or replace defective parts of the product, at no charge to the customer, subject to the following limitations/exceptions:
 - this warranty does NOT cover damage, defect or failure caused by or resulting from misuse or abuse; accident; destruction; alteration; tampering; modification; or misapplication of this product.
 - this warranty does NOT cover damage, defect or failure caused due to violation of written instructions furnished by the manufacturer.
 - this warranty does NOT cover damage, defect or failure if general maintenance guidelines are disregarded.
 - this warranty does NOT cover damage, defect or failure due to neglect, theft, vandalism or environmental conditions; freight or transportation damage is not classified as a warranty repair in any case.
 - this warranty does NOT cover loss of use during a period the product is being serviced, at repair facility or awaiting parts/repairs.
- ① This warranty is effective ONLY if the product is purchased and operated in the country in which the product is purchased. A product that requires modifications or adoption to enable it to operate correctly in any other country than the country for which it was designed, manufactured, approved and authorized is NOT covered; nor are repair of products damaged by these modifications covered under this warranty.
- ① This warranty does NOT cover the purchase of opened, used, repaired, repackaged, resealed products; including but not limited to sale of product on internet auction sites, surplus sellers or bulk resellers.
- ① No refunds will be given. Steri-Write™ reserves the right to make product substitutions if replacement parts for defective materials are unavailable.
- ① To obtain warranty service during the first year of ownership, contact Steri-Write™ for instructions. Steri-Write™ will work to determine the most appropriate solution for the situation. If the product requires service or replacement during the first year, the product or part assumes the remaining warranty of the original product or thirty (30) days from the date of service or repair, whichever provides longer coverage.
- ① ANY IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, SHALL BE LIMITED IN DURATION TO THE TWELVE MONTH DURATION OF THIS LIMITED WARRANTY. IN NO EVENT SHALL STERI-WRITE BE LIABLE FOR ANY SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES FOR THE BREACH OF THIS OR ANY OTHER WARRANTY, EXPRESS, LIMITED OR IMPLIED, WHATSOEVER.

LEGAL NOTICE AND PRIVACY POLICY

Visit www.steri-write.com for complete information regarding Steri-Write's legal notices and privacy policies.

CUSTOMER SERVICE

Only technicians that have received professional training and certification from **Steri-Write™** have authorization to repair the product. Any other person may not disassemble or repair the product without permission.

If **Steri-Write™** is not operating properly and all troubleshooting solutions have been attempted without success, discontinue use and contact Steri-Write™ at info@steri-write.com.

Steri-Write™ reserves the right to modify statements made in this manual as deemed appropriate. Current information may be found at www.steri-write.com.



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Steri-WriteTM
www.Steri-Write.com
Canton, OH 44718