Repacking instructions for the MakerBot Method Performance 3D Printer

These are instructions for packaging your MakerBot Method Performance 3D Printer to be sent back for an exchange or return. Do not send your MakerBot Method back to MakerBot unless an exchange or return has been authorized. **Returns without a Return Merchandise Authorization (RMA) number will not be accepted.**

Please pay careful attention to these instructions and follow them as closely as possible. If you do not pack your MakerBot Method using the original packing materials or supplied packing materials and as described here MakerBot cannot guarantee its safety and will not be held responsible for any damage that may occur during transit.

Required Packing Materials:

- Two thin Z-stage foam pieces
- Starter Kit Box
- Triangle Foam
- H Foam
- Cardboard bottom box
- Bottom foam
- Large plastic bag
- Tape
- Foam lid
- Left Side Foam
- Right Side Foam
- Cardboard outer carton
- 4 Locking Clips

1. **Unload filament**
   a. Use the touch screen on your MakerBot Method to enter the “Extruder” Menu
   b. Unload filament from both the Model (1) and Support (2) Performance Extruders
   c. Once the filament has been unloaded
      i. Open the filament drawer
      ii. Turn the spool to rewind the filament back onto the spool
      iii. Loop the end of the filament around the spool to secure it
      iv. Place the spool back into its bag and seal the bag

2. **Remove the Performance Extruders**
   a. Pull out the swivel clips
   b. Unlatch the extruders
   c. Remove the Extruders from the carriage and place them in the Starter Kit
3. Secure foam under the Z-stage
   a. Place the two thin sheets of foam underneath the Z-stage

   b. Lower the Z-stage
      i. Use the touch screen on your MakerBot Method to enter the “Advanced” menu
      ii. Scroll down to “Raise/Lower Build Plate”
      iii. Lower the build plate until the two sheets of foam fit securely underneath it

4. Turn off and unplug your MakerBot Method
   a. Use the touch screen on your MakerBot Method to enter the “Settings” menu, scroll
down and select “Shut Down” to turn the unit off
   b. Unplug the power cable from the back of your MakerBot Method

5. Repack the starter kit
   a. Unless instructed otherwise, place the following items into to the starter kit
      i. Spring Steel Build Plate
      ii. Model Material
      iii. Model Extruder (1)
      iv. Support Material
      v. Support Extruder (2)
      vi. Model Material
      vii. Support Material
      viii. EU power Cable
      ix. NA power Cable
      x. Leveling Key
      xi. USB Cable
6. Put together the stack for the build chamber
   a. Locate the foam with the triangle on it

b. Place it on a flat surface with the triangle on the bottom. The triangle will eventually face the back of the printer

c. Place the Starter Kit on top of this foam piece (these two parts will be inserted together)

d. Locate the H foam and hold it into the top of the build chamber, with the small arrow pointing towards the front of the printer
e. Take the stack containing the starter kit and arrowed foam and insert it into the build chamber underneath the H foam
   i. The arrow should be on the bottom and pointing towards the back of the printer

7. Remove the locking clips from the outer carton
   a. If you did not fully remove them during the unboxing process or your packaging material, remove the locking clips from the outer carton.
      i. Push the two tabs together and pull upward to unlock the lock
      ii. Once the locks are unlocked you can pull them out of the outer carton. Set them aside for later.
8. Setup bottom foam
   a. Position the bottom foam on the cardboard bottom panel.
      i. Line up the arrow on the underside on the cardboard bottom panel with the arrow on the foam bottom piece. The arrows should be pointing in the same direction.
      ii. Note where these arrows are, the front of the printer will need to point in the same direction as the arrows in Step 10.

9. Place the large plastic bag over the bottom foam
   a. Position the bag so that the hole is on top. This plastic bag will be wrapped around the printer once it has been inserted in the foam.

10. Using two people, lift the MakerBot Method and position the it into the grooves of the foam base.
    a. The front of the printer should be facing the direction the arrows on the cardboard bottom panel and bottom foam piece are pointing.
11. Tape the swivel clips to the back of the gantry area so that they do not move around during transit
   a. Set the top cover aside once you have removed it to tape the swivel clips, do not put it back on here

12. Wrap the plastic around the printer
   a. Lift the plastic bag up and around the printer
   b. Make sure to keep the extruder carriage in the center
   c. Indent the bag around it
   d. Make sure not to press down of the flat flex cable that leads to the extruder carriage
13. Place the foam lid so that it fits over the gantry
   a. Place is carefully and make sure to not press down on the flat flex cable that leads to the extruder carriage
   b. The arrow on the foam lid should point towards the front of the printer

14. Place the MakerBot Method’s clear plastic lid onto the top foam
15. Place the side foam panels around the printer
   a. The two side panels are labeled “Left” and “Right”, make sure to place them on the appropriate sides
      i. The left and right are labeled based on your left and right when facing the front of the printer
16. Place the top cover over the printer and foam
   a. The handles on the top cover should be on the right and left sides of the printer when you are looking at the front. The top cover will not fit if the handles are positioned over the front or back
17. Place all 4 locking clips into the base of the top foam and secure them
   a. When inserting the clips make sure the hinge is facing up and the tongue fits through both layers of cardboard (the bottom box and outer carton)
   b. After inserting a clip, push in the tabs, push the tongue down and release the tabs to secure them in place
   c. It is important these clips are secure and stay in place during transit. It is recommended to tape them in place for extra security